



**SERVIAMUS**

MUTUAL BENEFIT ASSOCIATION

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# 2020 ANNUAL REPORT

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# A Message from Our President

To all members!

Maayong adlaw sa tanan! Amidst the anxieties and difficulties brought about this pandemic we continue to push forward to fulfill our mission. We hold on to each other and seek our strength together because our unity is all we've got to fight this present challenge. But most of all we continue to pray for God's protection and pray we must. May GOD bless and protect us and our family!

Mabuhay!

**REV.FR. ANDRES C. CASES JR**

President

# HISTORY AND INSTITUTIONAL BACKGROUND

For more than two decades, the Diocese of Iligan has been actively addressing the malnutrition problem in its area of jurisdiction. However, a deeper realization has evolved from years of experience; that to be able to effectively combat this problem, poverty, the root cause of malnutrition, should relevantly respond to another approach or a methodology must be adopted. Thus, credit scheme came into being. The loaning project further grew with the support from Food Transition Strategy (FTS) of the Catholic Relief Services (CRS) through the implementation of the Small Enterprise Development Program. This aimed to be established at the Diocesan level, a credit program which has potential of sustainability and impact, at the same time, support viable and sustainable income generating projects at the barangay level which served as continuing source of income for the supported families. The Small Enterprise Development Program (SEDP) continued providing loan assistance to individual micro-entrepreneur. Two years later, problems cropped up one after another as repayment rate dropped significantly and more clients were incurring arrears and bad debts. Nevertheless, the program was determined to move ahead.

It was during this time that Catholic Relief Services (CRS) was vent on the instruction of the Grameen Banking technology for all its partners. Given all the opportunities and commitment/enthusiasm of all the staff, Grameen Bank replication was fully implemented on June 1997

# HISTORY AND INSTITUTIONAL BACKGROUND

As the program geared towards growth in terms of outreach and quality, it also transformed from being church-based to Non-Government Organization (NGO). On the 19th of October 1998, SERVIAMUS FOUNDATION INC. (SFI) legally entered into mainstream of development institutions.

As SFI continued to provide loan assistance, they also provided financial assistance in times of loss (death of member and dependents) thru Mutual Aid Fund (MAF). The members pay a weekly contribution of five pesos and receive maximum of Five Thousand Pesos (Php5,000) as financial assistance. In 2007, the management and Board decided that MAF must be enhanced by providing bigger benefits and bigger premium to its members. The Enhanced Mutual Aid Fund (EMAF) program gives a beneficial impact to the members as well as to the community, yet the risk became higher because the premium and benefits did not undergo actuarial study. Last 2013, the SFI Board of Trustees and management decided to create a Mutual Benefit Association. It was registered in Securities and Exchange Commission (SEC) last May 24, 2013 and got a license from the Insurance Commission last January 27, 2014 with the License No. 2013-32-O.

At this time, SFI and Serviamus MBA, Inc. is committed to its mission and its true concern for the poor family. The program continues to grow and continuing serving the poor people through micro-financing and micro-insurance program.



## **VISION**

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THE PREFERRED CHOICE INSURANCE PROVIDER IN MINDANAO.



## **MISSION**

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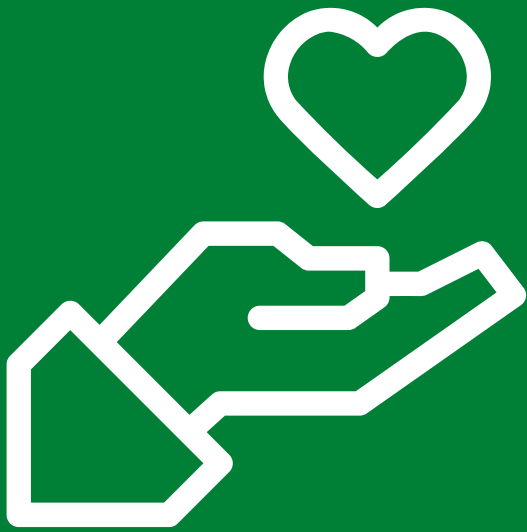
TO PROVIDE MEMBERS WITH AFFORDABLE AND ACCESSIBLE PROTECTION AGAINST LIFE CYCLE RISK.



## **SERVIAMUS MBA OBJECTIVES**

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- TO EXTEND FINANCIAL ASSISTANCE TO ITS MEMBERS, SPOUSE, CHILDREN, AND PARENTS IN THE FORM OF DEATH BENEFITS, TOTAL AND PERMANENT DISABILITY (TPD), SICKNESS BENEFITS, RETIREMENT SAVINGS AND LOAN REDEMPTION ASSISTANCE;
- TO ENSURE CONTINUED ACCESS TO BENEFITS/RESOURCES BY ACTIVELY INVOLVING THE MEMBERS IN THE MANAGEMENT OF THE ASSOCIATION THAT WILL INCLUDE IMPLEMENTATION OF POLICIES AND PROCEDURES GEARED TOWARDS SUSTAINABILITY AND IMPROVE SERVICES; AND
- TO ENSURE COMPLIANCE WITH ADMINISTRATIVE AND REGULATORY ISSUANCES, RULINGS AND DIRECTIVES BY PROFESSIONALIZING THE ASSOCIATION, MANAGEMENT, RESEARCH AND DEVELOPMENT, AND TECHNICAL SERVICES OPERATIONS.



## PRODUCT FEATURES

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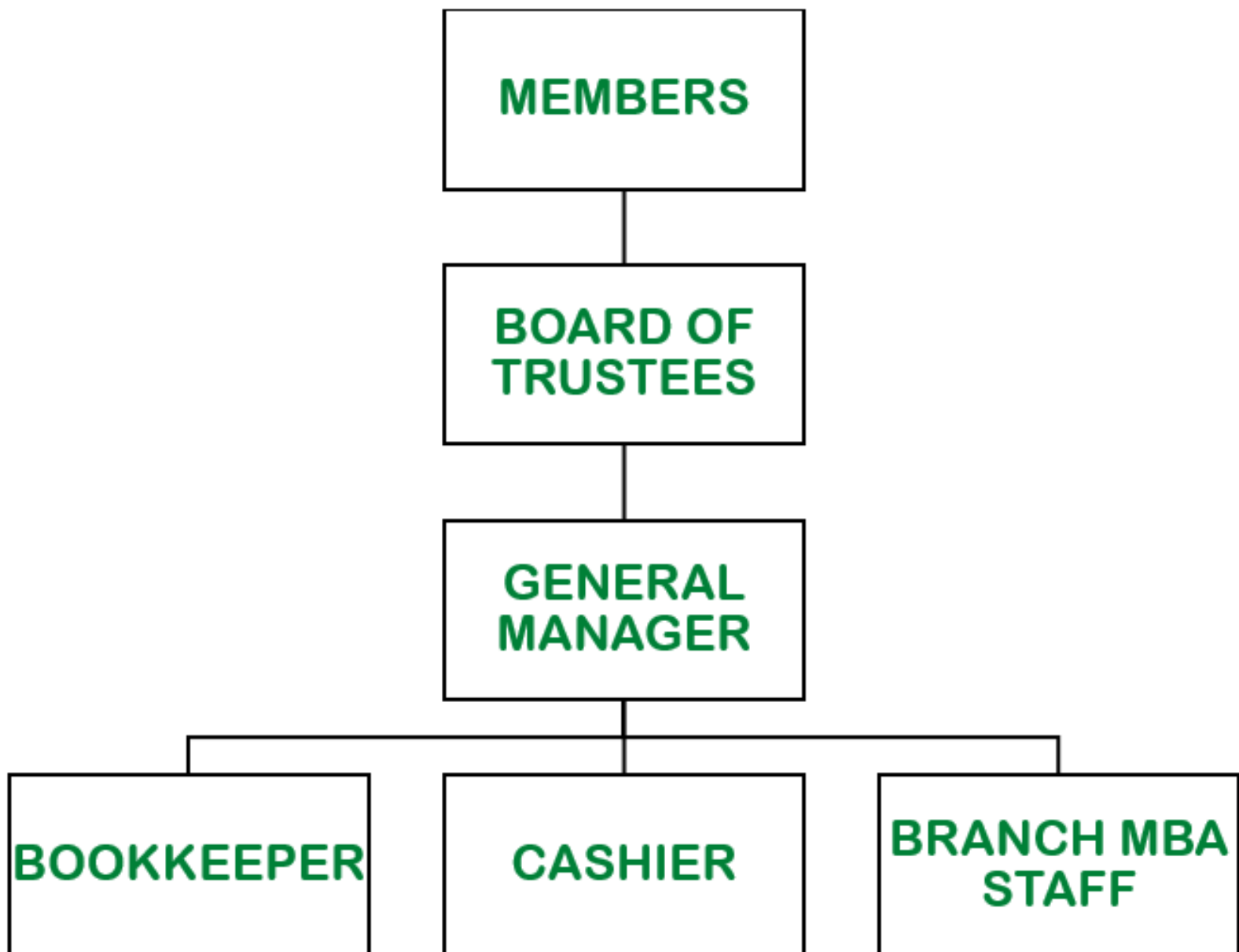
Serviamus MBA provides life insurance coverage to its recognized members and their legal dependents in accordance with the schedule of benefits agreed upon by the Board of Trustees (BOT), the General Assembly, and with the written approval of the Insurance Commission. The table below summarizes the key product features of Serviamus MBA.

# PRODUCT FEATURES

<b>Table 1. SERVIAMUS MBA TABLE OF BENEFITS</b>			
<b>Length of Membership</b>	<b>Causes</b>	<b>Benefits (Amounts in Philippine Pesos)</b>	
		<b>Member</b>	<b>Dependents</b>
<b>Six (6) months or less from the date of effectivity or last reinstatement date</b>	Death Due to Pre-existing Condition	2,500.00	None
	Death Due to Accident	5,000.00	None
	Total and Permanent Disability (TPD)	2,500.00	None
<b>More than six (6) months but less than one (1) year</b>	Death Due to Natural Cause	10,000.00	2,000.00
	Death Due to Accident	20,000.00	4,000.00
	Total and Permanent Disability (TPD)	10,000.00	None
<b>One (1) year but less than two (2) years</b>	Death Due to Natural Cause	20,000.00	3,000.00
	Death Due to Accident	40,000.00	6,000.00
	Total and Permanent Disability (TPD)	20,000.00	None
<b>Two (2) years but less than three (3) years</b>	Death Due to Natural Cause	30,000.00	4,000.00
	Death Due to Accident	60,000.00	8,000.00
	Total and Permanent Disability (TPD)	30,000.00	None
<b>Three years and above</b>	Death Due to Natural Cause	50,000.00	5,000.00
	Death Due to Accident	100,000.00	10,000.00
	Total and Permanent Disability (TPD)	50,000.00	None

<b>Table 2. Daily Hospital Income Benefit (DHIB)</b> For members and his/her spouse with at least one (1) year of continuous membership	
Member	Php200 per day up to maximum of five (5) days per year
Spouse	Php100 per day up to maximum of five (5) days per year

# ORGANIZATIONAL STRUCTURE



# AFFILIATIONS

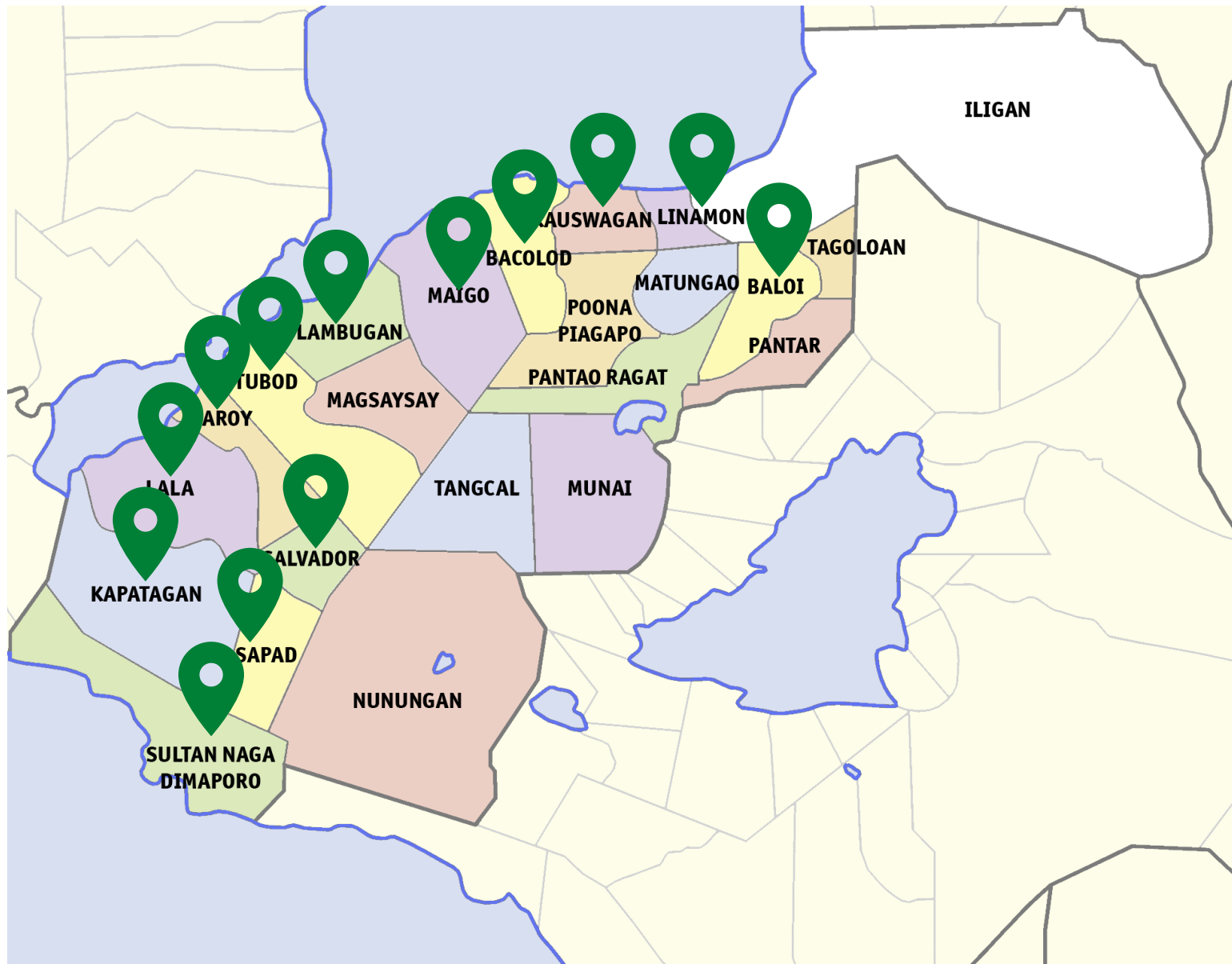


RIMANSI - Mi-MBA Association of the Philippines Inc.



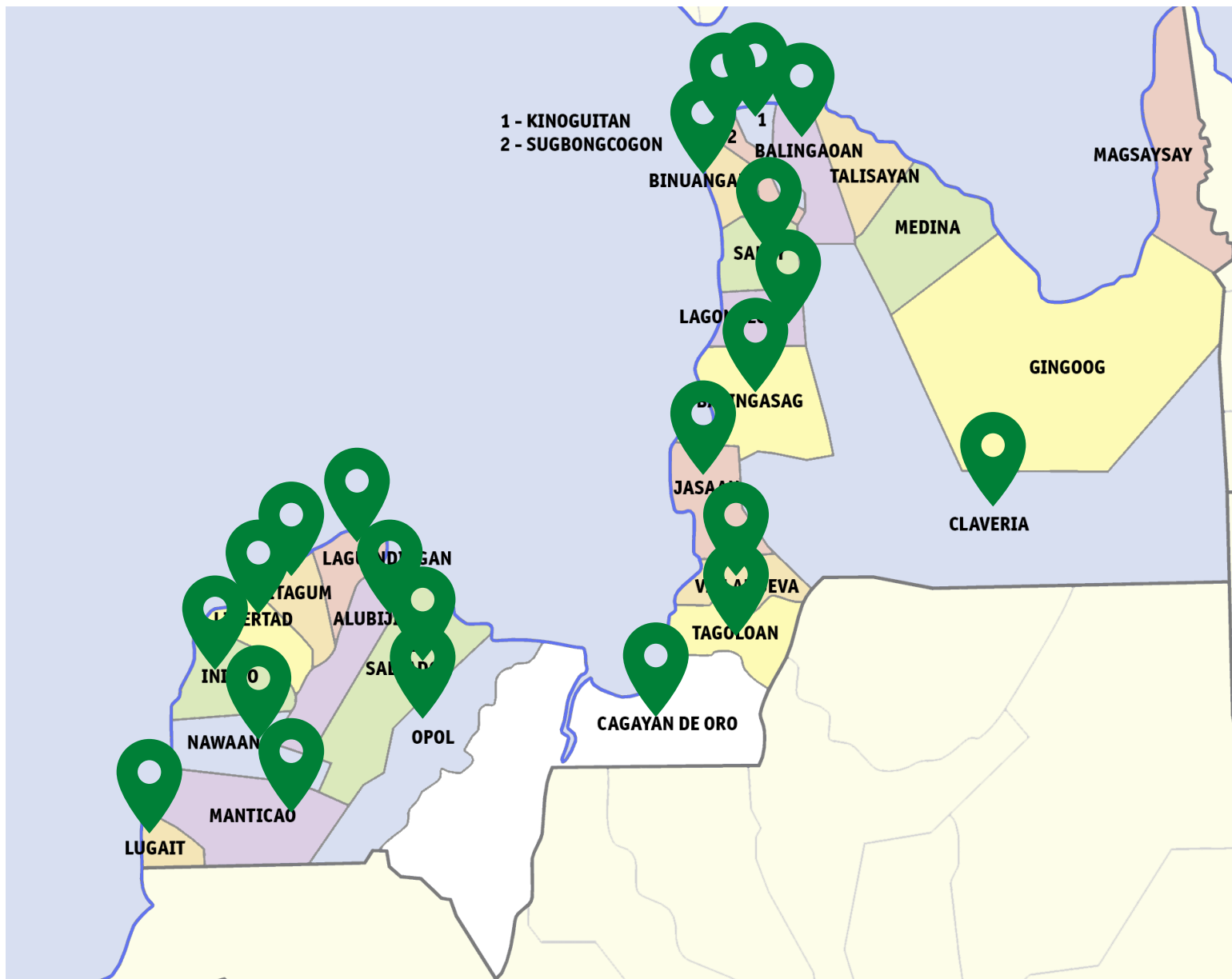
SERVIAMUS FOUNDATION INC.

# AREAS OF OPERATION



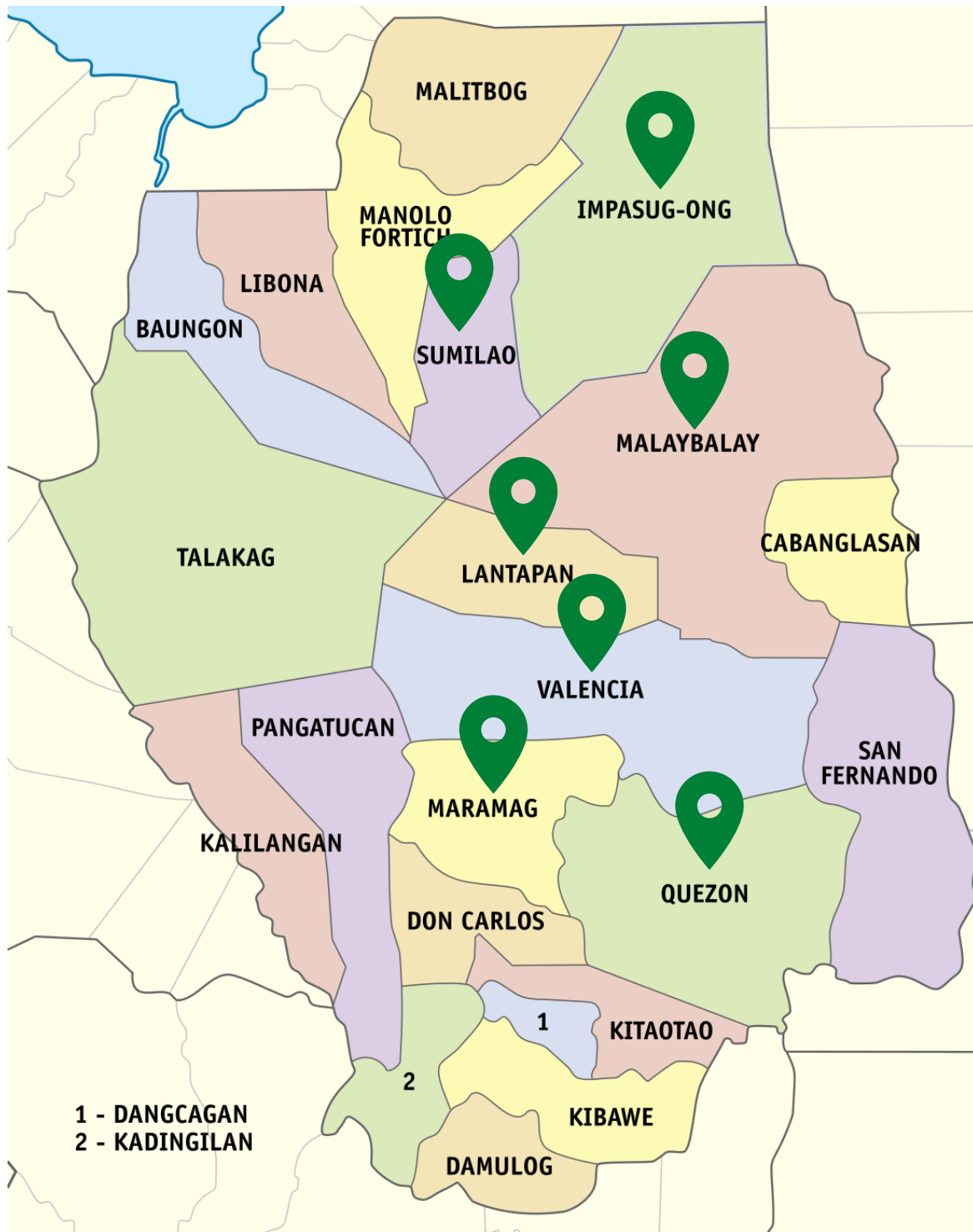
**Lanao Del Norte** - Sapad, Salvador, Sultan Naga Dimaporo, Kapatagan, Lala, Baroy, Tubod, Kolambugan, Maigo, Bacoled, Kauswagan, Linamon, Balo-I, Iligan City

# AREAS OF OPERATION



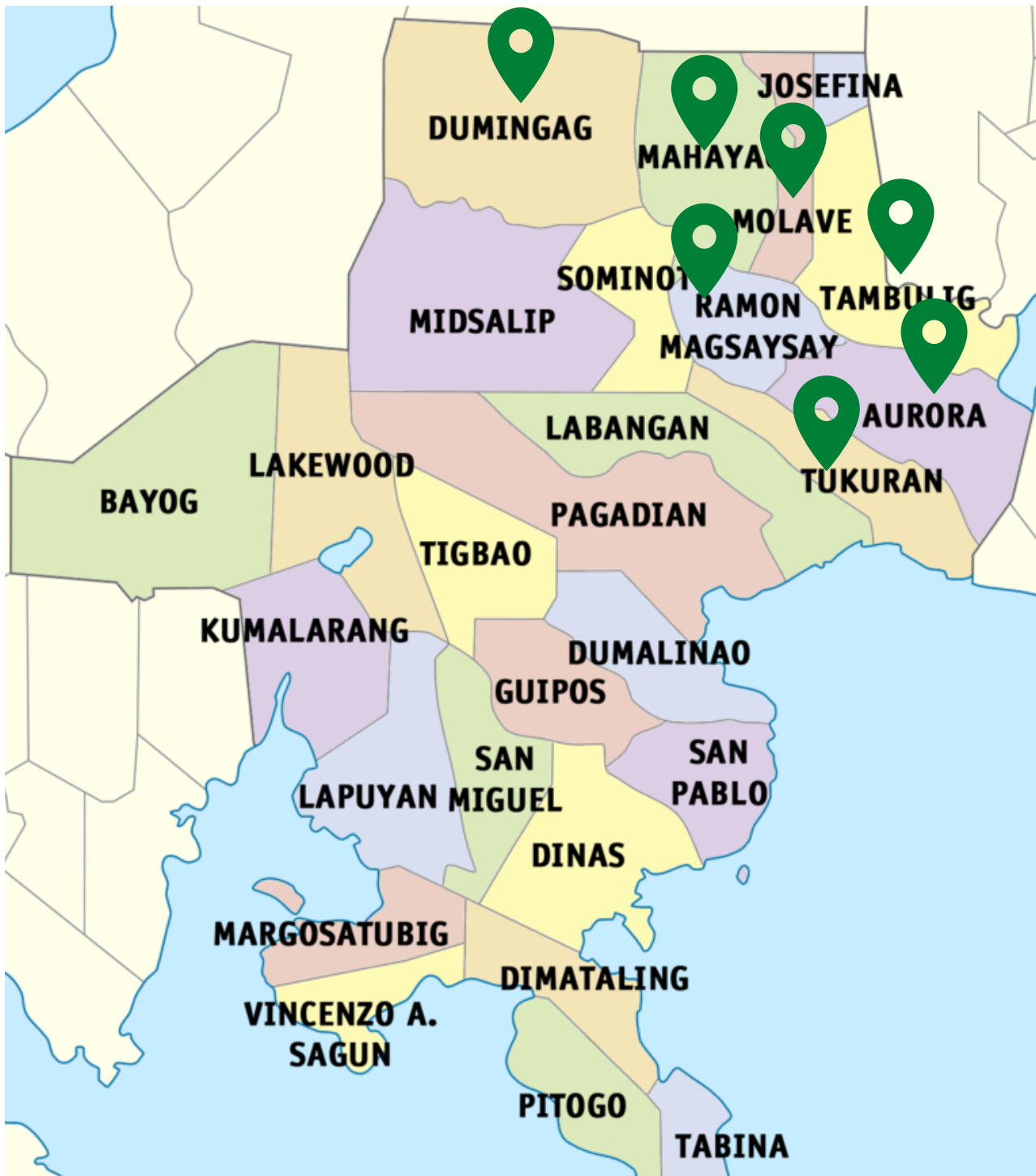
**Misamis Oriental** - Lugait, Manticao, Naawan, Initao, Libertad, Gitagum, Laguidingan, Alubijid, El Salvador, Opol, Bugo CDO, Tagoloan, Villanueva, Claveria, Jasaan, Balingasag, Lagonglong, Salay, Binuangan, Sugbongcogon, Kinoguitan, Balingoan

# AREAS OF OPERATION



**Bukidnon** - Sumilao, Impasug-ong, Malaybalay City, Valencia City, Lantapan, Maramag, Quezon,

## AREAS OF OPERATION



**Zamboanga Del Sur** - Molave, Aurora, Ramon Magsaysay, Tambulig, Dumingag, Mahayag, Tukuran

# SMBA BOARD OF TRUSTEES



**REV. FR. ANDRES C. CASES JR**  
**PRESIDENT**

Age : 59

Qualification: Graduate of BS Commerce-Accounting

: Graduate Bachelor of Law

: MA in Pastoral Ministry

Term of Office: 3 years, 2019-2022

Other current corporate directorship: MFI V-Pres Finance  
Check Signatory - over 10k, Non-Executive Director

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, June 5-7, 2019
- Financial Management Workshop, September 27-29, 2017



**ROMANITO R. TAN**  
**VICE PRESIDENT**

Age : 45

Qualification: Graduate of BS Psychology

: Master in Management

Term of Office: 3 years, 2019-2022

Other current corporate directorship: MFI Executive Director  
Co-Check Signatory - 1k to over 10k, Executive Director (Approves  
Disbursement Voucher of SMBA)

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, May 26-27, 2016
- National Micro Insurance Forum, January 30, 2020
- Briefer on TRAIN Package, August 7, 2020
- Improving Mi-MBAs' Technological Competency, Aug. 17, 2020
- Improving Mi-MBA Competencies: Personal, Aug. 26, 2020
- Investors Briefing on Premyo Bonds 2 with BTr and DBP, Nov. 20, 2020
- Center Meeting at Social Distancing: Paano Maitatawid?, Sept. 21, 2020
- Financial Management Seminar for Mi-MBAs, Oct. 28, 2020
- Strategic Planning, March 15-16, 2018

# SMBA BOARD OF TRUSTEES



**REV. FR. RODRIGO R. MAATA**  
**TREASURER**

Age : 59

Qualification: Graduate of BS Agribusiness  
: MA in Pastoral Ministry  
: MA in Theology Studies

Term of Office: 2 years, 2020-2022

Other current corporate directorship: MFI Board Treasurer,  
Non-Executive Director

Training and Seminars Attended:

- Governance Orientation Training

\*Appointed due to the Deceased of the Late BOT Treasurer  
last December 2020)



**LILIAN C. BALEROS**  
**SECRETARY**

Age : 52

Qualification: Undergraduate of BS Agriculture

Term of Office: 3 years, 2019-2022

Other current corporate directorship: Non-Executive Director

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, Oct. 9-11, 2019

- Management Forum, July 21-25, 2019

- Briefer on TRAIN Package , August 7, 2020

- Briefer on Revised Code of Corporate Governance for IC Regulated Companies and Annual Corporate Governance Report , August 10, 2020

- Improving Mi-MBAs' Technological Competency, Aug. 17, 2020

- Improving Mi-MBA Competencies: Personal, Aug. 26, 2020

- Investors Briefing on Premyo Bonds 2 with BTr and DBP, November 20,2020

- Improving Mi-MBA Competencies: Personal

- Center Meeting at Social Distancing: Paano Maitatawid?, Sept. 21, 2020

- Financial Management Seminar for Mi-MBAs, Oct. 28, 2020

# SMBA BOARD OF TRUSTEES



**ELNA S. CAUMERAN**  
MEMBER

Age : 53

Qualification: Graduate of BS Psychology, MA on HR Mgt.

Term of Office: 3 years, 2019-2022

Other current corporate directorship: Non-Executive Director

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, Oct. 9-11, 2019
- Briefer on TRAIN Package, August 7, 2020
- Briefer on Revised Code of Corporate Governance for IC Regulated Companies and Annual Corporate Governance Report, August 10, 2020
- Improving Mi-MBAs' Technological Competency, Aug. 17, 2020
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- Investors Briefing on Premyo Bonds 2 with BTr and DBP, November 20,2020
- Center Meeting at Social Distancing: Paano Maitatawid?, Sept. 21, 2020
- Financial Management Seminar for Mi-MBAs, Oct. 28, 2020
- Milestone: Conduct of G.A. Meeting June 22, 2020
- Social Media Marketing, July 27, 2020



**VIOLETA A. GINGCO**  
MEMBER

Age : 63

Qualification: Graduate of BS Commerce

Term of Office: 3 years, 2019-2022

Other current corporate directorship: Non-Executive Director

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop,
- Management Forum
- Investors Briefing on Premyo Bonds 2 with BTr and DBP, November 20,2020
- Center Meeting at Social Distancing: Paano Maitatawid?, Sept. 21, 2020
- Strategic Planning, March 15-16, 2018
- Financial Management Seminar for Mi-MBAs, Oct. 28, 2020

# SMBA BOARD OF TRUSTEES



**LILIA N. ALAVANZA**  
MEMBER

Age : 50

Qualification: Diploma in Fisheries Major in Processing

Term of Office: 3 years, 2019-2022

Other current corporate directorship: Non-Executive Director

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, Oct. 9-11, 2019
- Milestone: Conduct of G.A. Meeting June 22, 2020



**GODOFREDO S. LUMBO JR.**  
INDEPENDENT MEMBER

Age : 70

Qualification: Graduate of BSBA Major in Marketing

Term of Office: 3 years, 2019-2022

Other current corporate directorship: Non-Executive Director

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, Oct. 9-11, 2019
- Strategic Planning, March 15-16, 2018



**REV. FR. AUREO A. PATI-AN**  
INDEPENDENT MEMBER

Age : 54

Qualification: Graduate of AB English

: MA in Pastoral Ministry

: MA in Educational Management

Term of Office: 3 years, 2019-2022

Other current corporate directorship: Non-Executive Director

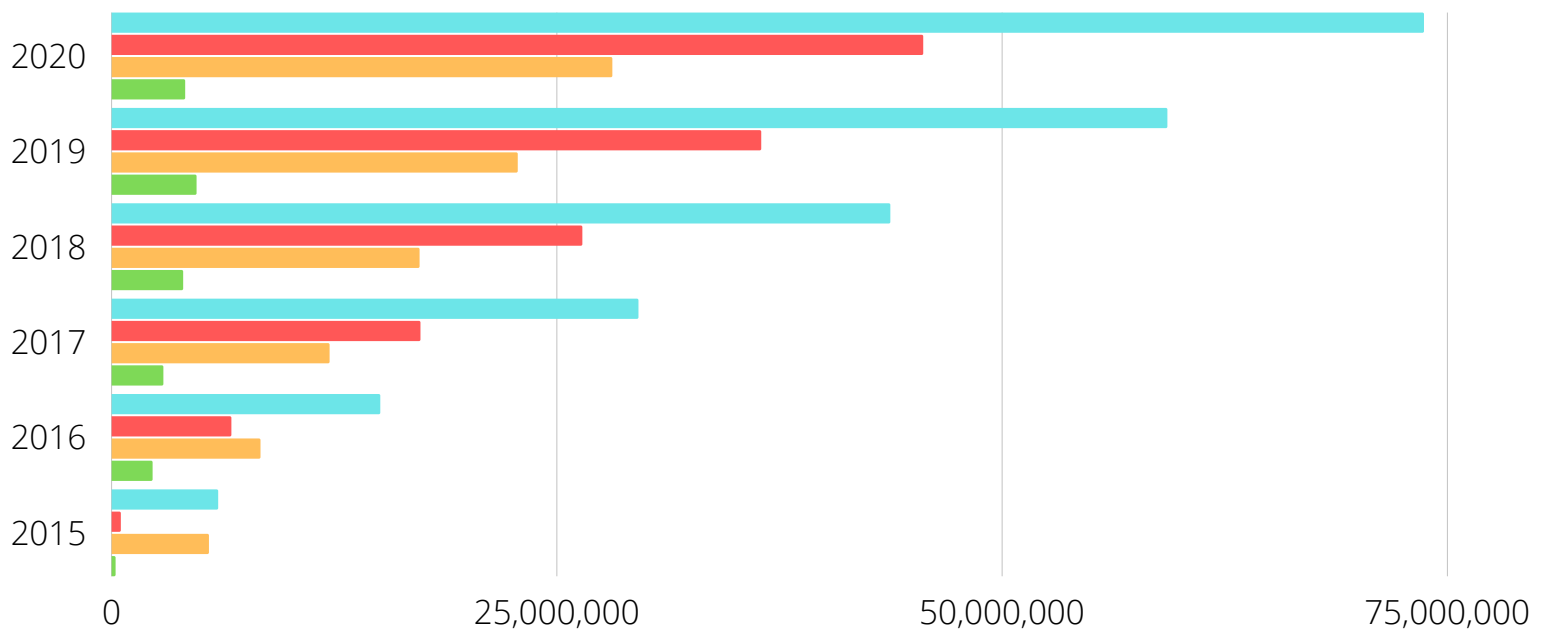
Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop,
- Management Forum
- Strategic Planning , March 15, 2018

# OPERATION HIGHLIGHTS

## FINANCIAL

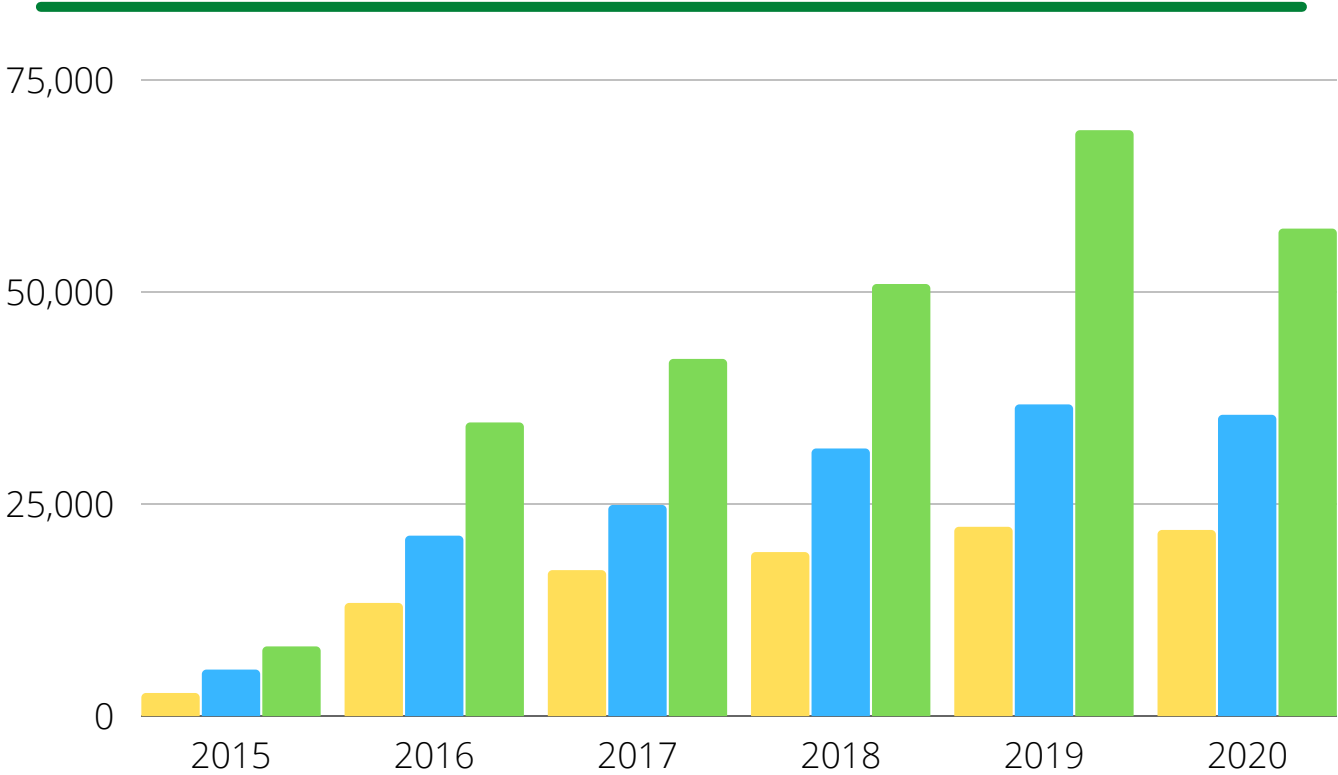
Assets increased by 1136.58%, reaching to about P73.6 million by end of 2020. Liabilities, on the other hand, increased by 8720.38% and 416.62% in fund balance and a 1670.86% higher net income, compared to 2015 figures.



	2020	2019	2018	2017	2016	2015
<b>ASSETS</b>	73,657,303	59,250,714	43,695,03	29,553,310	15,058,346	5,956,517
<b>LIABILITIES</b>	45,552,673	36,457,531	26,414,389	17,325,486	6,713,258	516,448
<b>FUND BALANCE:</b>	28,104,630	22,793.183	17,280,914	12,227,824	8,345,088	5,440,069
<b>NET SURPLUS</b>	4,129,923	4,768,245	4,015,756	2,904,528	2,297,640	233,216

# OPERATION HIGHLIGHTS

## MEMBERSHIP

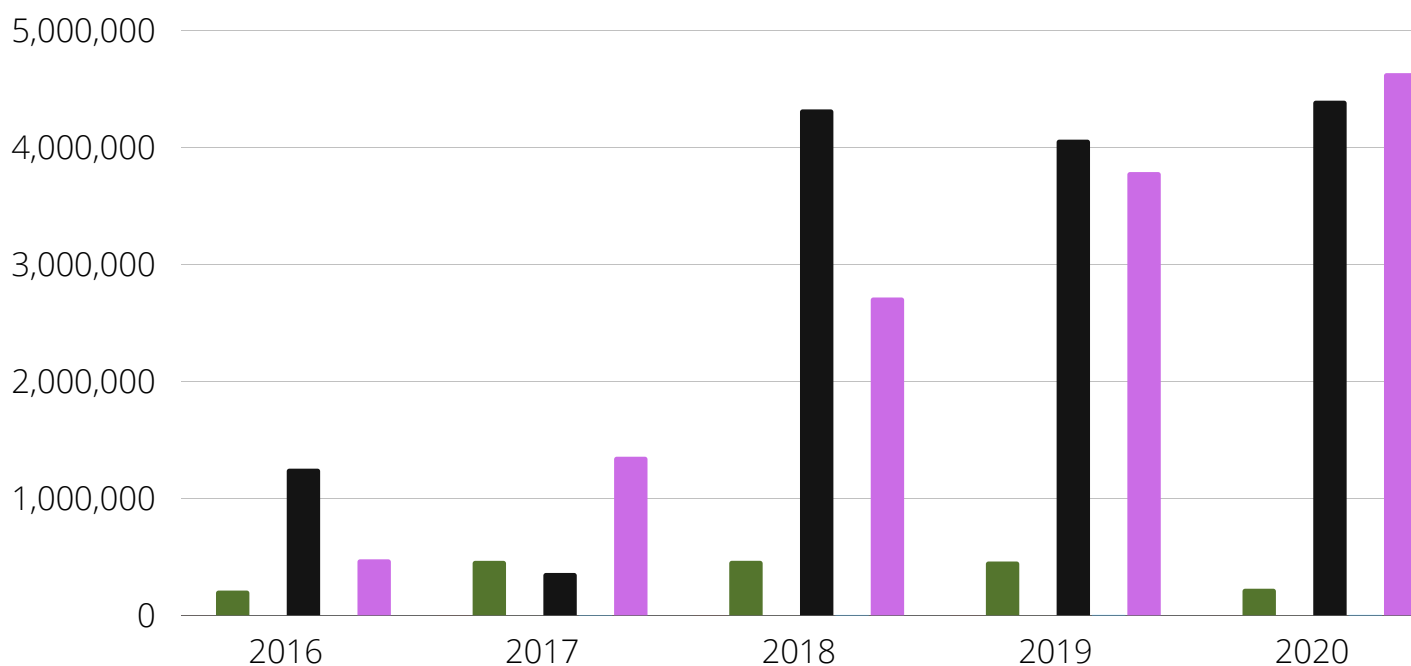


	2020	2019	2018	2017	2016	2015
<b>MBA Membership</b>	21,935	22,309	19,362	17,195	13,327	2,712
<b># of Dependents</b>	35,499	36,732	31,527	24,871	21,247	5,450
<b>Total Insured</b>	57,434	69,041	50,889	42,066	34,574	8,162

100% of SMBA members came from our mother MFI which is the Serviamus Foundation Incorporated. The membership has a greater increase in 2016, as during this time, SFI membership were enrolled in Serviamus MBA. The number of policy in force by end of 2020 as compared to last year decreases by 17% due to covid 19 pandemic restrictions/protocols.

# OPERATION HIGHLIGHTS

## CLAIMS



	2020	2019	2018	2017	2016
HIB	336	718	774	699	317
	226,600	458,600	464,700	462,400	209,800
DEATH	209	191	201	167	70
	4,389,000	4,055,500	4,31,4000	3,549,500	1,244,360
Equity Value Withdrawal	3,266	3,255	2,873	2364	
	4,623,718	3,779,061	2,710,058	1,346,547	474,931

In 2020, Serviamus MBA assisted 545 members/beneficiaries, who filed BLIP claims. An increasing withdrawal of equity value was noticed for 2020 mostly because of the closure of their respective businesses.

# CORPORATE GOVERNANCE

The Board of Trustee and Management (Officers and Staff) of SFI and Serviamus MBA, Inc. hereby commit themselves to the principles and best practices and acknowledge that the same may guide the attainment of our corporate goals.

We aim to institutionalize the principles of good corporate governance in the entire organization in order to enhance the accountability of the Association's trustees, management and employees. It aims to embody the national policy to institute corporate governance reforms.

The board of trustees, management, employees believes that corporate governance is a necessary component of what constitutes sound strategic business management and undertake every effort necessary to create awareness within the organization, The regulatory responsibility to protect the interests of the policyholders demands that the association have in place, good governance practices for maintenance and solvency, sound long term investment policy and assumption of underwriting risks on a prudential basis.

# THE BOARD OF TRUSTEES

The Board of Trustees is the governing body of the Association. A trustee's office is a position of trust and confidence. He shall act in a manner characterized by transparency, accountability, fairness and for the best interest of the members and stakeholders. Trustees are primarily responsible for approving and overseeing the implementation of the Associations policies and procedures, action plans corporate governance and corporate values. They are also responsible in overseeing the performance of senior management towards attainment of the Association's short and long-term strategic objectives.

## BOT ATTENDANCE

TRUSTEE	DESIGNATION	AGM	# of Meetings	# of Meetings Attended	%
Rev. Fr. Andres C. Cases Jr.	President	✓	4	4	100%
Romanito R. Tan	Vice President	✓	4	4	100%
Rev. Fr. Ubaldo L. Millan	Treasurer	deceased	4	1	25%
Lilian C. Baleros	Secretary	✓	4	4	100%
Elna S. Caumeran	Member	✓	4	4	100%
Violeta A. Gingco	Member	✓	4	3	75%
Lilia N. Alavanza	Member	✓	4	2	50%
Godofredo S. Lumbo Jr.	Independent Member	✓	4	2	50%
Rev. Fr. Aureo A. Pati-an	Independent Member	✓	4	2	50%
Rev. Fr. Rodrigo R. Maata	Treasurer	✓	1	1	

## BOARD REMUNERATION

TRUSTEE	Particulars	Amount Received
Rev. Fr. Andres C. Cases Jr.	Reimbursements of Transportation and Incidental Expenses during attendance to Board of Trustees and Committee Meetings	15,000
Romanito R. Tan		15,000
Rev. Fr. Ubaldo L. Millan		5,000
Lilian C. Baleros		15,000
Elna S. Caumeran		15,000
Violeta A. Gingco		10,000
Lilia N. Alavanza		10,000
Godofredo S. Lumbo Jr.		10,000
Rev. Fr. Aureo A. Pati-an		10,000
Rev. Fr. Rodrigo R. Maata		5,000

# THE BOARD COMMITTEES

## AUDIT COMMITTEES

**Chairman: Mr. Godofredo S. Lumbo Jr.**

**Members: Msgr. Aureo a. Pati-an and Ms. Violeta A. Gingco**

It is chaired by an Independent Trustee and meets every first Monday of every month. They are tasked to provide oversight of the institution's financial reporting policies, practices and control and internal and external audit functions.

They shall be responsible for setting up of the internal audit department and for the appointment of the internal auditor as well as the independent external auditor who shall both report directly to the audit committee. Review and approve the audit scope and frequency and shall receive key audit reports and ensure that senior management is taking necessary corrective actions in a timely manner to address weaknesses, noncompliance with policies, laws and regulations identified by auditors. Shall have explicit authority to investigate any matter within its terms of reference, full access to and cooperation by management and full discretion to invite any director or executive officer to attend its meetings, and with adequate resources to enable it to effectively discharge its functions. Ensure that a review of the effectiveness of the institution's internal controls, including financial, operational and compliance controls, and risk management, is conducted at least annually. Establishes and maintains mechanisms by which officers and staff may, in confidence, raise concerns about possible improprieties or malpractices in matters of financial reporting, internal control, auditing or other issues to persons or entities that have the power to take corrective action; and ensures that arrangements are in place for the independent investigation, appropriate follow-up action, and subsequent resolution of complaints. Prepares a report to the board of directors summarizing the work performed in fulfilling the committee's primary responsibilities; and Performs other tasks, as the board may from time to time designate.

# THE BOARD COMMITTEES

## REMUNERATION COMMITTEE

**Chairman: Mr. Godofredo S. Lumbo Jr.**

**Members: Rev. Fr. Rodrigo R. Maata and Mr. Romanito R. Tan**

It is chaired by an Independent Trustee and meets at least twice a year and as the need arises. Remuneration Committee is a separate and independent body established to ensure that remuneration arrangements support the strategic aims of the association and enable recruitment, motivation and retention of personnel while complying with the requirements of regulatory and governance bodies, satisfying the expectations of the members and remaining consistent with the expectations of the wider employee population.

The remuneration committee shall be primarily responsible for providing assistance to the Board of Trustees to oversee the design and operation of the association's remuneration system and ensure the risk in remuneration strategy, policy and arrangements is adequately considered and that process are in place to control unhealthy risk-taking. They shall judge or make plans where to position the association relative to other organizations. But such comparisons shall be used with caution in view of the risk of an upward ratchet of the level of remuneration with no corresponding improvement in performance and shall delegate responsibilities for setting up remunerations for all SERVIAMUS MBA personnel, including pension rights or any compensation payments and recommend and monitor the level and structure of salaries including remuneration for senior management.

They shall supervise and direct any special projects or investigations considered necessary and prepare a report for Board of Trustees summarizing the work performed. Attend regular meeting of the Remuneration Committee; and perform other tasks as the Board shall from time to time designate.

# THE BOARD COMMITTEES

## NOMINATIONS AND ELECTION COMMITTEES

**Chairman: Msgr. Aureo A. Pati-an**

**Members: Mr. Romanito R. Tan and Ms. Elna S. Caumeran**

Other committees have formed that helps the Board and the management in decision making. These committees meets once a year and as the need arises.

The Cluster Nomination Committee's check and validate the nominated MBA coordinators, the validation includes background check of the nominees and evaluate the result of the background investigation and recommend nominees to the Central Selection Committee (CSC), who will then review and evaluate the qualifications of all persons nominated in accordance with the qualifications prescribed by law, pertinent rules and regulations, the Association's By Laws and Manual. They shall screen and evaluate the nominee' membership and officership in affiliated organizations to ensure that he can perform his duties diligently and effectively. Assess the effectiveness of the Board's processes and procedures in the election or replacement of directors; and Performs other tasks as the board may from time to time designate.

The Election Committee is responsible to facilitate the whole election process perse during the Annual Meeting. This committee supervises the voting ceremony during the AGM up to the counting of votes and announcing the result of the election. They are also the one who resolve any protest regarding the result of the election.

# THE BOARD COMMITTEES

## RELATED PARTY TRANSACTION COMMITTEE

**Chairman: Mr. Godofredo S. Lumbo Jr.**

**Members: Rev. Fr. Andres C. Cases Jr. and Ms. Lilia N. Alavanza**

The Related Party Transaction Committee is appointed and authorized by the Board of Trustees to assist the Board in fulfilling its responsibility to strengthen corporate governance and practices particularly on related party transactions. To ensure that the Association's dealing with the public and various stakeholders are imbued with the highest standards of integrity and are in arms-length transaction, the Board has its own Related Party Transaction Committee last December 2017.



# THE EXTERNAL AUDITORS

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The Association comply with the Insurance Commission Circular No. 29-2009 dated November 10, 2009 in the selection of external auditors.

For the 2020 financial statements of the association, we engaged the services of External Auditor Quilab & Garsuta, CPAs. The external auditor was paid P65,000.00 excluding the printing materials and incidental costs.

## COMPANY COMPLIANCE

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The main task is to make sure the company adheres to the requirements of any related regulations, standards, laws and policies. He or she reviews and assesses all existing and new regulatory changes, as well as the company's own internal policies and standards and to work with management and staff to identify and manage regulatory risk. The unit is headed by a compliance officer and for the meantime, the general manager was given the task.

# DISCLOSURE AND TRANSPARENCY

One of the core values of corporate good governance is transparency. The Board together with the management and employees commits to promote and ensure full disclosure, transparency and shall remain accountable. This is a commitment and a policy of the Board.

The Board commits at all times to comply with all disclosure requirements specifically those that will include material information as mandated by regulators within the prescribe period of time. The following material information that will be publicly made available are: financial and non-financial reports such as (and not limited to) earnings, material acquisition, related third party transactions, board remuneration, audited financial statements, Board Structure and Remunerations. The audited FS shall be publicly disclosed not later than 60 days after the financial year clearly stating that the management is responsible for its preparation, impartial presentation in accordance to the financial reporting standards of the Insurance Commission for MBAs at the official website - <https://www.serviamusmba.com>

# SMBA MANAGEMENT



## **LIBERTINE LACTUAN CAPANGPANGAN**

SMBA General Manager (April 2019 - Present)

Acting Head (March 1, 2017-March 2019)

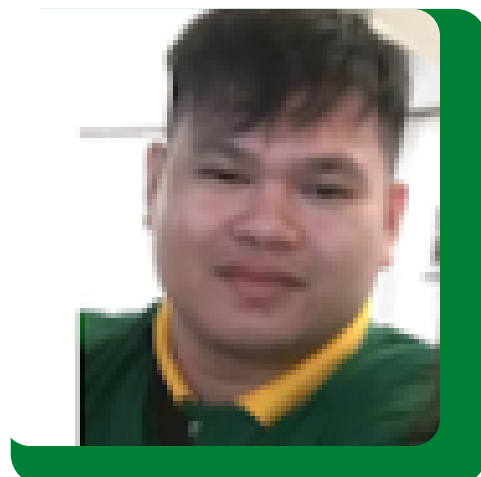
BSBA Accounting Graduate

2020 Remuneration Php281, 242.32

Retirement Provision (March 2017-Dec. 2020) Php92, 005.67

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, May 24-26, 2017
- Management Forum, July 21-25, 2019
- Briefer on TRAIN Package , August 7, 2020
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- Financial Management Seminar for Mi-MBAs, Oct. 28, 2020, September 27-29, 2017
- National Micro Insurance Forum, January 30, 2020
- MS Excel: Pivot Table, Oct. 5, 2020
- PROTECTING NON-PROFIT ORGANIZATIONS (NPOs) FROM MONEY LAUNDERING AND TERRORIST FINANCING ABUSE, Oct. 29, 2020



## **ALMIECHON CLYDE PAALISBO CALUNOD**

SMBA STAFF MAIGO BRANCH

(2015-Present)

Diploma in Computer Programming

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, October 24-26, 2018
- MS Excel: VLOOKUP, Sept. 30, 2020
- MS Excel: Pivot Table, Oct. 5, 2020

# SMBA MANAGEMENT



## NESTOR PERATER CABIT JR.

SMBA STAFF - MARANDING BRANCH

(2015 -Present)

Diploma in Computer Programming

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, October 24-26, 2018
- MS Excel: VLOOKUP, Sept. 30, 2020
- MS Excel: Pivot Table, Oct. 5, 2020



## JANREY PERATER QUIMADO

SMBA STAFF - ILIGAN BRANCH

(2015 - Present)

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, October 24-26, 2018
- Center Meeting at Social Distancing: Paano Maitatawid? , Sept. 21, 2020
- MS Excel: VLOOKUP, Sept. 30, 2020
- MS Excel: Pivot Table, Oct. 5, 2020



## ARIAN PINEDA DAPIROC

SMBA STAFF - INITAO BRANCH

(2015 -Present)

BSBA - Banking & Finance Graduate

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, May 24-26, 2017
- MS Excel: VLOOKUP, Sept. 30, 2020
- MS Excel: Pivot Table, Oct. 5, 2020

# SMBA MANAGEMENT



## GRACE PORTILLAS AGUA

SMBA STAFF - MALAYBALAY BRANCH

(May 2020 - Present)

BS Commerce Major in Management Graduate

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, Oct. 21-23, 2020
- MS Excel: VLOOKUP, Sept. 30, 2020
- MS Excel: Pivot Table, Oct. 5, 2020



## ALONA REQUISO BONGOSIA

SMBA STAFF - MOLAVE BRANCH

(July 2018 -Present)

BSBA Financial Management Graduate

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, Oct. 21-23, 2020
- MS Excel: Pivot Table, Oct. 5, 2020



## MA. KENN RHEA VALMORES LLIDO

SMBA STAFF - BALINGASAG BRANCH

(January 2017 -Present)

BS Commerce Major in Mgt. Accounting Graduate

Training and Seminars Attended:

- Governance and Anti-Money Laundering Act Workshop, Oct. 9-11, 2019
- MS Excel: VLOOKUP, Sept. 30, 2020
- MS Excel: Pivot Table, Oct. 5, 2020

Financial Statements of  
**Serviamus Mutual Benefit Association, Inc.**

---

December 31, 2020 and 2019

And

Report of Independent Auditors

**QUILAB & GARSUTA**  
CERTIFIED PUBLIC ACCOUNTANTS

# CERTIFICATION

**INSURANCE COMMISSION**  
1071 United Nations Avenue  
Manila

Gentlemen:

In connection with our engagement in the audit of the financial statements of Serviamus Mutual Benefit Association, Inc. for the year ended December 31, 2020, we hereby certify:

1. That there were no weakness or breach in the internal control and risk management of the Association that are material enough to warrant modifications of our report nor were there matters that came to our attention that need our direct reporting to the Insurance Commission (IC);
2. That we have nothing to report to the Insurance Commission (IC) with regard to items enumerated under Section 4.3 of Circular No. 2019-39, that came to our attention during the audit, e.g. (1) fraud or error; (2) losses aggregating 10% of consolidated assets of the Association; (3) significant going-concern issues; (4) material breach of IC rules and regulations; (5) material internal control weaknesses, and (6) findings on matters related to corporate governance), and
3. That the engagement partner, manager and auditor-in-charge of the engagement and the members of their immediate families do not have any direct or indirect financial interest with the Association, and their independence is not considered impaired under the circumstances specified in the Code of Professional Ethics for Certified Public Accountants.


This certification is issued in compliance with the requirements mandated by the Insurance Commission (IC) in its Circular No. 2019-39, dated August 8, 2019.

Done this 12th day of April 2021, at Cagayan de Oro City, Philippines.

  
**RICO P. QUILAB**  
Engagement Partner

**SUBSCRIBED AND SWORN** to before me this 23rd day of April 2021 affiant exhibited to me his PRC Identification Number 0046034 valid until December 29, 2023.

Doc. No. 326  
Page No. 68  
Book No. 68  
Series of 2021.

  
**ATTY. MARILE LEZADA-ROSABAL**  
Notarial Public until June 30, 2021  
NC No. 2019-167  
**NOTARY PUBLIC**  
IPB Receipt No. 484 / 12-16-20  
PTR Receipt No. 4848185/12-16-20  
MCLE NO. VI0003873 / Roll No. 53682

**AUDITED FINANCIAL STATEMENTS  
DECEMBER 31, 2020 AND 2019**



**QUILAB & GARSUTA**  
Certified Public Accountants

quilabgarsuta.com

Accreditations, Expiry

PRC/BOA 7787, 07.05.23

BIR 16-007506-000-2019, 02.15.22

NEA 2020-12-00070, 12.10.23

7787-SEC Group B, 12.17.25

7787-BSP Group B, 12.10.25

7787-IC Group A, 12.10.25

CDA 119-AF, 03.01.24

MISEREOR

## REPORT OF INDEPENDENT AUDITORS

The Board of Trustees and Members  
**Serviamus Mutual Benefit Association, Inc.**  
4<sup>th</sup> Floor, Diocesan Centrum Building  
Lluch Street, Iligan City

### Report on the Financial Statements

#### Opinion

We have audited the financial statements of Serviamus Mutual Benefit Association, Inc., which comprise the statements of financial position as at December 31, 2020 and 2019, and the statements of profit or loss, statements of changes in fund balances and statements of cash flows for the years then ended and notes to financial statements comprising of a summary of significant accounting policies and other explanatory notes.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Serviamus Mutual Benefit Association, Inc. as of December 31, 2020 and 2019, and of its financial performance and its cash flows for the years then ended, in accordance with Philippine Financial Reporting Standards (PFRSs).

#### Basis for Opinion

We conducted our audits in accordance with Philippine Standards on Auditing (PSAs). Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Association in accordance with the *Code of Ethics for Professional Accountants in the Philippines* (Code of Ethics), together with the ethical requirements that are relevant to our audits of the financial statements in the Philippines, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the Code of Ethics. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Responsibilities of Management and Those Charged with Governance for the Financial Statements

The management is responsible for the preparation and fair presentation of the financial statements in accordance with PFRSs, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

#### Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in

accordance with PSAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with PSAs, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audits.

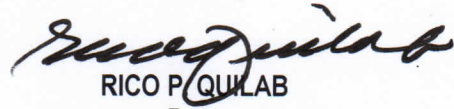
#### **Report on the Supplementary Information Required Under Revenue Regulations 15-2010**

Our audits were conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information on taxes, license and fees in Note 23 to the financial statements is presented for purposes of filing with the Bureau of Internal Revenue and is not a required part of the basic financial statements. Such information is the responsibility of management. The information has been subjected to the auditing procedures applied in our audit of the basic financial statements. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements, taken as a whole.

A blue ink stamp of the Bureau of Internal Revenue (BIR) is located in the bottom right corner of the page. The stamp is partially obscured by a signature written in black ink. The signature consists of several long, sweeping strokes.

QUILAB & GARSUTA, CPAs

By:



RICO P. QUILAB

Partner

CPA Cert. No. 46034

TIN No. 129-040-841

PRC/BOA Cert. No. 7787 (7.05.2023)

BIR No. 16-007506-001-2019 (2.15.2022)

46034-SEC Group B (12.17.2025)

46034-BSP Group B (12.10.2025)

46034-IC Group A (12.10.2025)

PTR No. 4929527 A

January 4, 2021

Cagayan de Oro City

April 12, 2021  
Cagayan de Oro City, Philippines



## STATEMENTS OF FINANCIAL POSITION

Serviamus Mutual Benefit Association, Inc.

December 31,

2020

2019

### ASSETS

#### Current Assets

Cash and cash equivalents (Note 4)	P40,238,770	P51,740,648
Trade and other receivables (Note 5)	2,372,188	2,248,265
Prepayments and other assets (Note 6)	63,981	46,486
Total Current Assets	42,674,939	54,035,399

#### Non-Current Assets

Furniture, fixtures and office equipment (Note 7)	102,504	199,396
Investments in financial instruments – at amortized cost (Note 8)	30,879,860	5,015,920
Total Non-Current Assets	30,982,364	5,215,316

P73,657,303 P59,250,715

### LIABILITIES AND FUND BALANCES

#### Current Liabilities

Trade and other payables (Note 9)	P2,044,412	P1,274,283
Insurance contract liabilities (Note 10)	552,249	423,165
Total Current Liabilities	2,596,661	1,697,448

#### Non-Current Liabilities

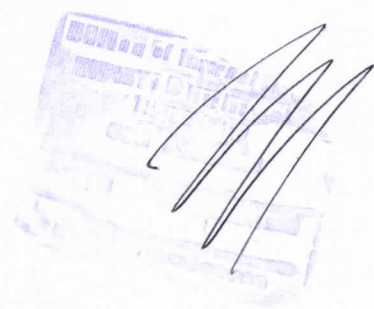
Aggregate reserves for life policies (Note 11)	42,956,011	34,760,082
Total Liabilities	45,552,672	36,457,530

#### Fund Balances

Guaranty Fund (Note 12)	10,548,387	9,271,139
Special Funds (Note 13)	3,436,305	3,532,030
General Fund (Note 13)	14,119,939	9,990,016
Total Fund Balances	28,104,631	22,793,185

P73,657,303 P59,250,715

See Notes to Financial Statements.



## STATEMENTS OF PROFIT OR LOSS

Serviamus Mutual Benefit Association, Inc.

Years Ended December 31,

2020

2019

### REVENUE

Members' gross premium contributions (Note 14)	₱25,544,967	₱26,697,610
Less contributions to Guaranty Fund (Note 12)	1,277,248	1,334,881
Net members' premium contributions	24,267,719	25,362,729
Membership fees (Note 14)	322,800	568,600
Interest on bank deposits and financial instruments (Notes 4 and 7)	578,531	491,621
Total Revenue	25,169,050	26,422,950

### BENEFITS AND OPERATING EXPENSES

Increase in aggregate reserves for life policies (Note 11)	8,195,929	9,631,850
Benefits and claims paid to members (Notes 11 and 14)	9,368,403	8,299,155
Collection cost (Note 17)	761,197	800,742
Total Members' Benefits and Expenses	18,325,529	18,731,747
Compensation and employees' benefits (Note 15)	1,747,786	1,985,008
General and administrative (Note 16)	868,920	815,924
Depreciation (Note 7)	96,892	122,025
Total Benefits and Operating Expenses	21,039,127	21,654,705

### NET SURPLUS FOR THE YEAR

₱4,129,923      ₱4,768,246

See Notes to Financial Statements.



## STATEMENTS OF CHANGES IN FUND BALANCES

Serviamus Mutual Benefit Association, Inc.

December 31,	2020	2019
<b>GUARANTY FUND</b>		
Opening balances	<b>₱9,271,139</b>	₱7,936,258
5% contributions during the year (Note 12)	<b>1,277,248</b>	1,334,881
Closing balances	<b>10,548,387</b>	9,271,139
<b>APPROPRIATED SPECIAL FUNDS (Note 13)</b>		
Opening balances	<b>3,532,030</b>	1,104,533
Appropriations from General Fund	<b>-</b>	3,018,353
Disbursements of special funds during the year	<b>(95,725)</b>	(590,856)
Closing balances	<b>3,436,305</b>	3,532,030
<b>GENERAL FUND (Note 13)</b>		
Opening balances	<b>9,990,016</b>	8,240,123
Appropriations to special funds	<b>-</b>	(3,018,353)
Net surplus for the year	<b>4,129,923</b>	4,768,246
Closing balances	<b>14,119,939</b>	9,990,016
	<b>₱28,104,631</b>	₱22,793,185

See Notes to Financial Statements.



## STATEMENTS OF CASH FLOWS

Serviamus Mutual Benefit Association, Inc.

Years Ended December 31,

2020

2019

### CASH FLOWS FROM OPERATING ACTIVITIES

Net surplus for the year	<b>₱4,129,923</b>	₱4,768,246
Add (deduct) adjustments for:		
Depreciation (Note 7)	<b>96,892</b>	122,025
Provision for expected credit losses (Note 5)	<b>33,775</b>	–
Provision for retirement benefits (Note 9)	<b>60,811</b>	242,018
Increase in aggregate reserves for life policies (Note 11)	<b>8,195,929</b>	9,631,850
Interest income from bank deposits (Note 4)	<b>(343,647)</b>	(393,870)
Interest income earned from financial instruments (Note 8)	<b>(234,884)</b>	(97,751)
Operating income before changes in working capital	<b>11,938,799</b>	14,272,518
Add (deduct) changes in working capital excluding cash		
Increase in:		
Trade and other receivables (Note 5)	<b>(157,698)</b>	(393,456)
Prepayments and other current assets (Note 6)	<b>(17,495)</b>	(20,096)
Increase in:		
Insurance contract liabilities (Note 10)	<b>129,084</b>	4,394
Trade and other payables (Note 9)	<b>709,318</b>	164,879
Net Cash Provided from Operating Activities	<b>12,602,008</b>	14,028,239

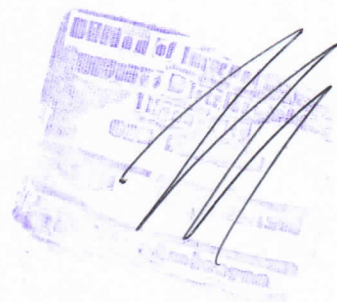
### CASH FLOWS FOR INVESTING ACTIVITIES

Increase in investment in financial instruments (Note 8)	<b>(25,863,940)</b>	(5,015,920)
Interest income earned from investments in financial instruments (Note 8)	<b>234,884</b>	97,751
Interest income from bank deposits (Note 4)	<b>343,648</b>	393,870
Appropriations to special funds for 2018 savings (Note 13)	<b>–</b>	(3,018,353)
Increase (decrease) in special funds (Note 13)	<b>(95,725)</b>	2,427,497
Additions to furniture, fixtures and office equipment (Note 7)	<b>–</b>	(12,111)
Net Cash Used for Investing Activities	<b>(25,381,134)</b>	(5,127,266)

### CASH FLOW FROM FINANCING ACTIVITY

Increase in guaranty fund (Note 12)	<b>1,277,248</b>	1,334,881
<b>NET (DECREASE) INCREASE IN CASH</b>	<b>(11,501,878)</b>	10,235,854
<b>OPENING CASH AND CASH EQUIVALENTS</b>	<b>51,740,648</b>	41,504,794
<b>CLOSING CASH AND CASH EQUIVALENTS (Note 4)</b>	<b>₱40,238,770</b>	₱51,740,648

See Notes to Financial Statements.



## NOTES TO FINANCIAL STATEMENTS

Serviamus Mutual Benefit Association, Inc.

As at and for the Years Ended December 31, 2020 and 2019

### Note 1

#### Organization and Tax Exemption

The Serviamus Mutual Benefit Association, Inc. (Association) was registered with the Securities and Exchange Commission (SEC) on May 20, 2013 (with company registration number CN2013309403) and subsequently obtained its secondary license from the Insurance Commission (IC) on January 27, 2014. It is operating under IC License No. 2019-08-R from January 1, 2019 to December 31, 2021. It maintains office at the 4<sup>th</sup> Floor, Diocesan Centrum Building, Lluch Street, Iligan City, Lanao del Norte.

The Association was organized for the primary purpose of providing life insurance and other allied services to its members and beneficiaries. It was organized to: (1) extend financial assistance to its members, their spouses, children and parents in the form of death and sickness benefits, provident savings and loan redemption assistance, and (2) ensure continued access to benefits/resources by actively involving the members in the management of the Association that would include implementation of policies and procedures geared towards sustainability and improved services, and (3) to ensure compliance with administrative and regulatory insurances, rulings and development, and technical service operations.

The Association has 21,935 members at the end of 2020; it has 22,309 members at the end of 2019.

In accordance with Section 30 (C) of the National Internal Revenue Code, as amended, the Association is exempted from the payment of taxes from income derived by it.

### Note 2

#### Summary of Significant Accounting Policies

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to the years presented, unless otherwise stated.

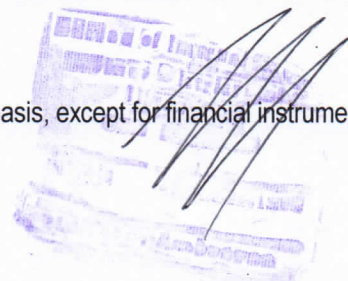
##### Statement of Compliance

The accompanying financial statements have been prepared in accordance with Philippine Financial Reporting Standards (PFRSs) and Philippine Interpretations-IFRIC. PFRSs include statements named PFRSs and Philippine Accounting Standards (PAS), and interpretations of the Philippine Interpretations Committee (PIC), Standing Interpretations Committee (SIC) and International Financial Reporting Interpretations Committee (IFRIC) which have been approved by the Financial Reporting Standards Council (FRSC) and adopted by SEC.

Because the Association is a supervised entity by the Insurance Commission (IC), it also abides by the regulations of the Commission particularly those that are set forth under Section 189 of The Amended Insurance Code and with IC Circular Letter No. 2014-41 *Standard Chart of Accounts (SCA) for MBAs*, and all applicable IC Circular Letters and accounting requirements. These regulations and requirements are substantially compliant with PFRSs and the Revised SRC Rule 68 (2019).

##### Basis of Preparation

The financial statements have been prepared using the historical cost basis, except for financial instruments that



are measured at fair values at the end of the year, as explained in the following accounting policies. Historical cost is generally based on the fair value of the consideration given in exchange for goods and services.

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date, regardless of whether that price is directly observable or estimated using another valuation technique. In estimating the fair value of an asset or a liability, the Association takes into account the characteristics of the asset or liability if market participants would take those characteristics into account when pricing the asset or liability at the measurement date. Fair value for measurement and/or disclosure purposes in the financial statements is determined on such a basis, except for leasing transactions that are within the scope of PFRS 16, and measurements that have some similarities to fair value but are not fair value, such as net realizable value in PAS/IAS 2 or value in use in PAS/IAS 36.

The financial statements are presented in Philippine peso, which is the Association's functional and presentation currency, and all values are recorded to the nearest peso except when otherwise indicated.

The preparation of the financial statements made use of estimates, assumptions and judgments by management based on management's best knowledge of current and historical facts as at statement of financial position date. These estimates and judgments affect the reported amounts of assets and liabilities and contingent liabilities as at statement of financial position date, as well as affecting the reported income and expenses for the year. The areas involving a higher degree of judgment or complexity, or areas where assumptions and estimates are significant to the financial statements are disclosed in Note 3.

The principal accounting policies adopted are set out below.

#### Going Concern

The Board of Trustees has, at the time of approving the financial statements, a reasonable expectation that the Association has adequate resources to continue in operational existence for the foreseeable future. Thus, they continue to adopt the going concern basis of accounting in preparing the financial statements.

#### Adoption of New and Amended PFRS Standards that are Effective for the Current Year

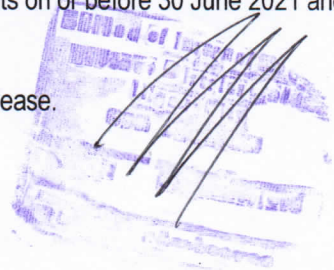
##### Impact of the Initial Application of Covid-19-Related Rent Concessions Amendment to IFRS 16

In May 2020, the IASB issued Covid-19-Related Rent Concessions (Amendment to IFRS 16) that provides practical relief to lessees in accounting for rent concessions occurring as a direct consequence of COVID-19, by introducing a practical expedient to IFRS 16. The Philippine's FRSC adopted the amendments as 'Amendment to PFRS 16' on June 1, 2020.

The practical expedient permits a lessee to elect not to assess whether a COVID-19-related rent concession is a lease modification. A lessee that makes this election shall account for any change in lease payments resulting from the COVID-19-related rent concession the same way it would account for the change applying PFRS 16 if the change were not a lease modification.

The practical expedient applies only to rent concessions occurring as a direct consequence of COVID-19 and only if all of the following conditions are met:

- a) The change in lease payments results in revised consideration for the lease that is substantially the same as, or less than, the consideration for the lease immediately preceding the change;
- b) Any reduction in lease payments affects only payments originally due on or before 30 June 2021 (a rent concession meets this condition if it results in reduced lease payments on or before 30 June 2021 and increased lease payments that extend beyond 30 June 2021); and
- c) There is no substantive change to other terms and conditions of the lease.



In 2020, the Association considers the Amendment not applicable considering that it has not received any rent related concessions and it is not expecting to request or be given rent related concessions in the coming months.

Impact on Accounting for Changes in Lease Payments Applying the Exemption

The Association has not applied the practical expedient to all rent concessions that meet the conditions in PFRS 16:46B. The Association has not benefited from waiver of lease payments on its lease of the office spaces, nor any payment holiday. In accordance with PFRS 16:46B, had the Association received any waiver of lease payments or any payment holiday, or even discounts or reduction in lease payments, it needs to remeasure the lease liability using the revised lease payments and revise the discount rate originally applied to the lease, so that it would result in a decrease in the lease liability, and which should be recognized as a negative variable lease payment in profit or loss.

Impact of Initial Application of Other New and Amended PFRS Standards that are Effective for the Current Year

In the current year, the Association has applied the below amendments to PFRS Standards and Interpretations issued by the Financial Reporting Standards Council (FRSC) of the Professional Regulatory Commission (PRC) that are effective for an annual period that begins on or after 1 January 2020. Their adoption has not had any material impact on the disclosures or on the amounts reported in these financial statements.

Amendments to References to the Conceptual Framework in PFRS Standards

The Association has adopted the amendments included in Amendments to References to the Conceptual Framework in PFRS Standards for the first time in the current year. The amendments include consequential amendments to affected Standards so that they refer to the new Framework. Not all amendments, however, update those pronouncements with regard to references to and quotes from the Framework so that they refer to the revised Conceptual Framework. Some pronouncements are only updated to indicate which version of the Framework they are referencing to (the IASC Framework adopted by the IASB in 2001, the IASB Framework of 2010, or the new revised Framework of 2018) or to indicate that definitions in the Standard have not been updated with the new definitions developed in the revised Conceptual Framework.

The Standards which are amended are IFRS 2, IFRS 3, IFRS 6, IFRS 14, IAS 1, IAS 8, IAS 34, IAS 37, IAS 38, IFRIC 12, IFRIC 19, IFRIC 20, IFRIC 22, and SIC-32.

Amendments to IFRS 3 Definition of a Business

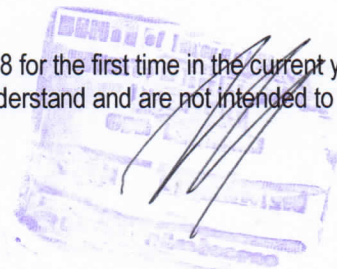
The Association has adopted the amendments to PFRS 3 for the first time in the current year. The amendments clarify that while businesses usually have outputs, outputs are not required for an integrated set of activities and assets to qualify as a business. To be considered a business an acquired set of activities and assets must include, at a minimum, an input and a substantive process that together significantly contribute to the ability to create outputs.

The amendments remove the assessment of whether market participants are capable of replacing any missing inputs or processes and continuing to produce outputs. The amendments also introduce additional guidance that helps to determine whether a substantive process has been acquired.

The amendments introduce an optional concentration test that permits a simplified assessment of whether an acquired set of activities and assets is not a business. Under the optional concentration test, the acquired set of activities and assets is not a business if substantially all of the fair value of the gross assets acquired is concentrated in a single identifiable asset or group of similar assets. The amendments are applied prospectively to all business combinations and asset acquisitions for which the acquisition date is on or after 1 January 2020.

Amendments to IAS 1 and IAS 8 Definition of Material

The Association has adopted the amendments to PAS/IAS 1 and PAS/IAS 8 for the first time in the current year. The amendments make the definition of material in PAS/IAS 1 easier to understand and are not intended to alter



the underlying concept of materiality in PFRS Standards. The concept of 'obscuring' material information with immaterial information has been included as part of the new definition.

The threshold for materiality influencing users has been changed from 'could influence' to 'could reasonably be expected to influence'. The definition of material in PAS/IAS 8 has been replaced by a reference to the definition of material in IAS 1. In addition, the IASB amended other Standards and the Conceptual Framework that contain a definition of 'material' or refer to the term 'material' to ensure consistency.

*New and Revised PFRS Standards in Issue but not Yet Effective*

At the date of authorization of these financial statements, the Association has not applied the following new and revised PFRS Standards that have been issued but are not yet effective [and, in some cases] had not yet been adopted by the Philippine FRSC:

- IFRS 17 *Insurance Contracts*
- IFRS 10 and IAS 28 (amendments) *Sale or Contribution of Assets between an Investor and its Associate or Joint Venture*
- Amendments to IAS 1 *Classification of Liabilities as Current or Non-current*
- Amendments to IFRS 3 *Reference to the Conceptual Framework*
- Amendments to IAS 16 *Property, Plant and Equipment—Proceeds before Intended Use*
- Amendments to IAS 37 *Onerous Contracts – Cost of Fulfilling a Contract*
- Annual Improvements to IFRS Standards 2018-2020 Cycle
- Amendments to IFRS 1 *First-time Adoption of International Financial Reporting*
- Standards, IFRS 9 *Financial Instruments*, IFRS 16 *Leases*, and IAS 41 *Agriculture*

The management and the Board of Trustees do not expect that the adoption of the Standards listed above will have a material impact on the financial statements of the Association in future periods, except as noted below:

*PFRS 17 Insurance Contracts*

PFRS 17 establishes the principles for the recognition, measurement, presentation and disclosure of insurance contracts and supersedes PFRS 4 *Insurance Contracts*.

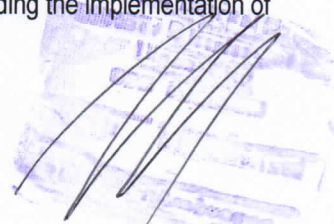
PFRS 17 outlines a general model, which is modified for insurance contracts with direct participation features, described as the variable fee approach. The general model is simplified if certain criteria are met by measuring the liability for remaining coverage using the premium allocation approach.

The general model uses current assumptions to estimate the amount, timing and uncertainty of future cash flows and it explicitly measures the cost of that uncertainty. It takes into account market interest rates and the impact of policyholders' options and guarantees.

In June 2020, the IASB issued Amendments to IFRS 17 to address concerns and implementation challenges that were identified after IFRS 17 was published. The amendments defer the date of initial application of IFRS 17 (incorporating the amendments) to annual reporting periods beginning on or after 1 January 2023. At the same time, the IASB issued Extension of the Temporary Exemption from Applying IFRS 9 (Amendments to IFRS 4) that extends the fixed expiry date of the temporary exemption from applying IFRS 9 in IFRS 4 to annual reporting periods beginning on or after 1 January 2023.

In the Philippines, the Insurance Commission (IC) approved to defer the implementation of IFRS 17 (it will become PFRS 17) to January 1, 2023, per IC Circular Letter No. 218-69, dated December 28, 2018. This Circular was further amended by Circular Letter No. 2020-62, dated May 18, 2020, further extending the implementation of IFRS 17 to January 1, 2025.

The Association anticipates no impact on PFRS 17 in its 2020 financial statements.

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Amendments to PFRS 10 and PAS/IAS 28 (amendments) Sale or Contribution of Assets between an Investor and its Associate or Joint Venture

The amendments to PFRS 10 and PAS/IAS 28 deal with situations where there is a sale or contribution of assets between an investor and its associate or joint venture. Specifically, the amendments state that gains or losses resulting from the loss of control of a subsidiary that does not contain a business in a transaction with an associate or a joint venture that is accounted for using the equity method, are recognized in the parent's profit or loss only to the extent of the unrelated investors' interests in that associate or joint venture. Similarly, gains and losses resulting from the remeasurement of investments retained in any former subsidiary (that has become an associate or a joint venture that is accounted for using the equity method) to fair value are recognized in the former parent's profit or loss only to the extent of the unrelated investors' interests in the new associate or joint venture.

The effective date of the amendments has yet to be set by the IASB (and consequently by the FRSC); however, earlier application of the amendments is permitted. The management and the Board of Trustees of the Association do not anticipate that the application of these amendments may have an impact on the Association's financial statements in future periods should such transactions arise.

Amendments to PAS/IAS 1 – Classification of Liabilities as Current or Non-current

The amendments to PAS/IAS 1 affect only the presentation of liabilities as current or non-current in the statement of financial position and not the amount or timing of recognition of any asset, liability, income or expenses, or the information disclosed about those items.

The amendments clarify that the classification of liabilities as current or non-current is based on rights that are in existence at the end of the reporting period, specify that classification is unaffected by expectations about whether an entity will exercise its right to defer settlement of a liability, explain that rights are in existence if covenants are complied with at the end of the reporting period, and introduce a definition of 'settlement' to make clear that settlement refers to the transfer to the counterparty of cash, equity instruments, other assets or services.

The amendments are applied retrospectively for annual periods beginning on or after 1 January 2023, with early application permitted.

Amendments to PFRS 3 – Reference to the Conceptual Framework

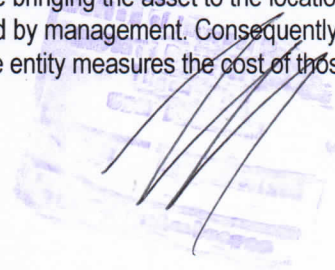
The amendments update PFRS 3 so that it refers to the 2018 Conceptual Framework instead of the 1989 Framework. They also add to PFRS 3 a requirement that, for obligations within the scope of PAS/IAS 37, an acquirer applies PAS/IAS 37 to determine whether at the acquisition date a present obligation exists as a result of past events. For a levy that would be within the scope of IFRIC 21 Levies, the acquirer applies IFRIC 21 to determine whether the obligating event that gives rise to a liability to pay the levy has occurred by the acquisition date.

Finally, the amendments add an explicit statement that an acquirer does not recognize contingent assets acquired in a business combination.

The amendments are effective for business combinations for which the date of acquisition is on or after the beginning of the first annual period beginning on or after 1 January 2022. Early application is permitted if an entity also applies all other updated references (published together with the updated Conceptual Framework) at the same time or earlier.

Amendments to PAS/IAS 16 – Property, Plant and Equipment—Proceeds before Intended Use

The amendments prohibit deducting from the cost of an item of property, plant and equipment any proceeds from selling items produced before that asset is available for use, i.e., proceeds while bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Consequently, an entity recognizes such sales proceeds and related costs in profit or loss. The entity measures the cost of those items in accordance with PAS/IAS 2 Inventories.



The amendments also clarify the meaning of 'testing whether an asset is functioning properly'. PAS/IAS 16 now specifies this as assessing whether the technical and physical performance of the asset is such that it is capable of being used in the production or supply of goods or services, for rental to others, or for administrative purposes.

If not presented separately in the statement of comprehensive income, the financial statements shall disclose the amounts of proceeds and cost included in profit or loss that relate to items produced that are not an output of the entity's ordinary activities, and which line item(s) in the statement of comprehensive income include(s) such proceeds and cost.

The amendments are applied retrospectively, but only to items of property, plant and equipment that are brought to the location and condition necessary for them to be capable of operating in the manner intended by management on or after the beginning of the earliest period presented in the financial statements in which the entity first applies the amendments.

The Association shall recognize the cumulative effect of initially applying the amendments as an adjustment to the opening balance of the General Fund (or other component of equity, as appropriate) at the beginning of that earliest period presented.

The amendments are effective for annual periods beginning on or after 1 January 2022, with early application permitted.

*Amendments to PAS/IAS 37 – Onerous Contracts—Cost of Fulfilling a Contract*

The amendments specify that the 'cost of fulfilling' a contract comprises the 'costs that relate directly to the contract'. Costs that relate directly to a contract consist of both the incremental costs of fulfilling that contract (examples would be direct labor or materials) and an allocation of other costs that relate directly to fulfilling contracts (an example would be the allocation of the depreciation charge for an item of property, plant and equipment used in fulfilling the contract).

The amendments apply to contracts for which the entity has not yet fulfilled all its obligations at the beginning of the annual reporting period in which the entity first applies the amendments. Comparatives are not restated. Instead, the entity shall recognize the cumulative effect of initially applying the amendments as an adjustment to the opening balance of retained earnings or other component of equity, as appropriate, at the date of initial application.

The amendments are effective for annual periods beginning on or after 1 January 2022, with early application permitted.

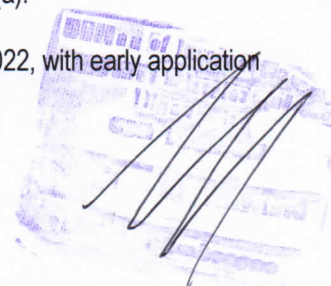
*Annual Improvements to IFRS Standards 2018–2020*

The Annual Improvements include amendments to four Standards.

*PFRS 1 First-time Adoption of Philippine Financial Reporting Standards*

The amendment provides additional relief to a subsidiary which becomes a first-time adopter later than its parent in respect of accounting for cumulative translation differences. As a result of the amendment, a subsidiary that uses the exemption in PFRS 1:D16(a) can now also elect to measure cumulative translation differences for all foreign operations at the carrying amount that would be included in the parent's consolidated financial statements, based on the parent's date of transition to PFRS Standards if no adjustments were made for consolidation procedures and for the effects of the business combination in which the parent acquired the subsidiary. A similar election is available to an associate or joint venture that uses the exemption in PFRS 1:D16(a).

The amendment is effective for annual periods beginning on or after 1 January 2022, with early application permitted.



PFRS 9 Financial Instruments

The amendment clarifies that in applying the '10 per cent' test to assess whether to derecognize a financial liability, an entity includes only fees paid or received between the entity (the borrower) and the lender, including fees paid or received by either the entity or the lender on the other's behalf.

The amendment is applied prospectively to modifications and exchanges that occur on or after the date the entity first applies the amendment. The amendment is effective for annual periods beginning on or after 1 January 2022, with early application permitted.

PFRS 16 Leases

The amendment removes the illustration of the reimbursement of leasehold improvements. As the amendment to PFRS 16 only regards an illustrative example, no effective date is stated.

PAS/IAS 41 Agriculture

The amendment removes the requirement in PAS/IAS 41 for entities to exclude cash flows for taxation when measuring fair value. This aligns the fair value measurement in PAS/IAS 41 with the requirements of PFRS 13 Fair Value Measurement to use internally consistent cash flows and discount rates and enables preparers to determine whether to use pretax or post-tax cash flows and discount rates for the most appropriate fair value measurement.

The amendment is applied prospectively, i.e., for fair value measurements on or after the date an entity initially applies the amendment. The amendment is effective for annual periods beginning on or after 1 January 2022, with early application permitted.

Fair Value Measurement

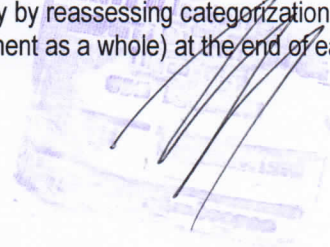
Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The fair value measurement is based on the presumption that the transaction to sell the asset or transfer the liability takes place either: (a) in the principal market for the asset or liability; or (b) in the absence of a principal market, in the most advantageous market for the asset or liability. The principal or the most advantageous market must be accessible by the Association.

The fair value of an asset or a liability is measured using the assumptions that market participants would use when pricing the asset or liability, assuming that market participants act in their economic best interest. A fair value measurement of a nonfinancial asset takes into account a market participant's ability to generate economic benefits by using the asset in its highest and best use or by selling it to another market participant that would use the asset in its highest and best use.

The Association uses valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, maximizing the use of relevant observable inputs and minimizing the use of unobservable inputs. All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorized within the fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

- Level 1 - Quoted (unadjusted) market prices in active markets for identical assets or liabilities.
- Level 2 - Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable.
- Level 3 - Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For assets and liabilities that are recognized in the financial statements on a recurring basis, the Association determines whether transfers have occurred between Levels in the hierarchy by reassessing categorization (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.



Financial instruments

Financial assets and financial liabilities are recognized in the Association's statement of financial position when the Association becomes a party to the contractual provisions of the instrument.

Financial assets and financial liabilities are initially measured at fair value, except for trade receivables that do not have a significant financing component which are measured at transaction price. Transaction costs that are directly attributable to the acquisition or issue of financial assets and financial liabilities (other than financial assets and financial liabilities at fair value through profit or loss) are added to or deducted from the fair value of the financial assets or financial liabilities, as appropriate, on initial recognition. Transaction costs directly attributable to the acquisition of financial assets or financial liabilities at fair value through profit or loss are recognized immediately in profit or loss.

Financial Assets

All regular way purchases or sales of financial assets are recognized and derecognized on a trade date basis. Regular way purchases or sales are purchases or sales of financial assets that require delivery of assets within the time frame established by regulation or convention in the marketplace.

All recognized financial assets are measured subsequently in their entirety at either amortized cost or fair value, depending on the classification of the financial assets.

Classification of Financial Assets

Debt instruments that meet the following conditions are measured subsequently at amortized cost: (a) the financial asset is held within a business model whose objective is to hold financial assets in order to collect contractual cash flows; and (b) the contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

Debt instruments that meet the following conditions are measured subsequently at fair value through other comprehensive income (FVTOCI): (a) the financial asset is held within a business model whose objective is achieved by both collecting contractual cash flows and selling the financial assets; and (b) the contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

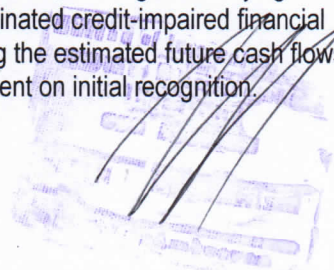
By default, all other financial assets are measured subsequently at fair value through profit or loss (FVTPL).

Despite the foregoing, the Association may make the following irrevocable election/designation at initial recognition of a financial asset: (a) the Association may irrevocably elect to present subsequent changes in fair value of an equity investment in other comprehensive income if certain criteria are met [see (iii) below]; and (b) the Association may irrevocably designate a debt investment that meets the amortized cost or FVTOCI criteria as measured at FVTPL if doing so eliminates or significantly reduces an accounting mismatch [see (iv) below].

(i) Amortized Cost and Effective Interest Method

The effective interest method is a method of calculating the amortized cost of a debt instrument and of allocating interest income over the relevant period.

For financial assets other than purchased or originated credit-impaired financial assets (i.e. assets that are credit-impaired on initial recognition), the effective interest rate is the rate that exactly discounts estimated future cash receipts (including all fees and points paid or received that form an integral part of the effective interest rate, transaction costs and other premiums or discounts) excluding expected credit losses, through the expected life of the debt instrument, or, where appropriate, a shorter period, to the gross carrying amount of the debt instrument on initial recognition. For purchased or originated credit-impaired financial assets, a credit-adjusted effective interest rate is calculated by discounting the estimated future cash flows, including expected credit losses, to the amortized cost of the debt instrument on initial recognition.



The amortized cost of a financial asset is the amount at which the financial asset is measured at initial recognition minus the principal repayments, plus the cumulative amortization using the effective interest method of any difference between that initial amount and the maturity amount, adjusted for any loss allowance. The gross carrying amount of a financial asset is the amortized cost of a financial asset before adjusting for any loss allowance.

Interest income is recognized using the effective interest method for debt instruments measured subsequently at amortized cost and at FVTOCI. For financial assets other than purchased or originated credit-impaired financial assets, interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset, except for financial assets that have subsequently become credit-impaired (see below). For financial assets that have subsequently become credit-impaired, interest income is recognized by applying the effective interest rate to the amortized cost of the financial asset. If, in subsequent reporting periods, the credit risk on the credit-impaired financial instrument improves so that the financial asset is no longer credit-impaired, interest income is recognized by applying the effective interest rate to the gross carrying amount of the financial asset.

For purchased or originated credit-impaired financial assets, the Association recognizes interest income by applying the credit-adjusted effective interest rate to the amortized cost of the financial asset from initial recognition. The calculation does not revert to the gross basis even if the credit risk of the financial asset subsequently improves so that the financial asset is no longer credit-impaired.

The Association's financial assets at amortized costs includes cash and cash equivalents and trade and other receivables.

Cash and Cash Equivalents

Cash and cash equivalents are carried in the financial statements at cost. Cash comprise unrestricted cash on hand, deposits held at call with banks, and time deposits with banks that can be pre-terminated anytime without significant risk of change in value. Cash equivalents (including those invested in a trust fund) represent short-term, highly liquid investments maturing within 90 days from the date of acquisition that are readily convertible into known amounts of cash and which are subject to an insignificant risk of changes in value.

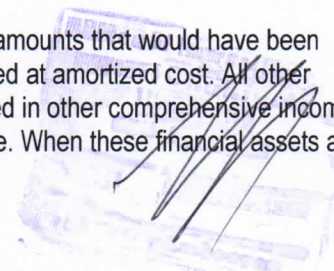
Trade and Other Receivables

Trade and other receivables are outstanding balances from debtors less the allowance for impairment losses. Receivables are recognized when the Association becomes party to the contract which happens when the goods or services are dispatched. They are derecognized when the rights to receive the cash flows have expired e.g., due to the settlement of the outstanding amount or where the Association has transferred substantially all the risks and rewards associated with that contract. Other receivables are stated at invoice value less an allowance for impairment losses. Trade and other receivables are subsequently measured at amortized cost as the business model is to collect contractual cash flows and the debt meets the SPPI criterion.

(ii) Debt Instruments Classified as at FVTOCI

The Association has no financial assets held at FVTOCI. But debt instruments classified as at FVTOCI are initially measured at fair value plus transaction costs. Subsequently, changes in the carrying amount of these financial assets as a result of foreign exchange gains and losses (see below), impairment gains or losses (see below), and interest income calculated using the effective interest method (see (i) above) are recognized in profit or loss.

The amounts that are recognized in profit or loss are the same as the amounts that would have been recognized in profit or loss if these financial assets were to be measured at amortized cost. All other changes in the carrying amount of these financial assets are recognized in other comprehensive income and accumulated under the heading of investments revaluation reserve. When these financial assets are



derecognized, the cumulative gains or losses previously recognized in other comprehensive income are reclassified to profit or loss.

(iii) Equity Instruments Designated as at FVTOCI

On initial recognition, the Association may make an irrevocable election (on an instrument-by-instrument basis) to designate investments in equity instruments as at FVTOCI. Designation at FVTOCI is not permitted if the equity investment is held for trading or if it is contingent consideration recognized by an acquirer in a business combination.

Investments in equity instruments at FVTOCI are initially measured at fair value plus transaction costs. Subsequently, they are measured at fair value with gains and losses arising from changes in fair value recognized in other comprehensive income and accumulated in the investments revaluation reserve. The cumulative gain or loss is not reclassified to profit or loss on disposal of the equity investments, instead, it is transferred to retained earnings.

Dividends on these investments in equity instruments are recognized in profit or loss in accordance with PFRS 9 unless the dividends clearly represent a recovery of part of the cost of the investment.

The Association designated all investments in equity instruments that are not held for trading as at FVTOCI on initial recognition (See Note 8).

A financial asset is held for trading if: (1) it has been acquired principally for the purpose of selling it in the near term; or (2) on initial recognition it is part of a portfolio of identified financial instruments that the Association manages together and has evidence of a recent actual pattern of short-term profit-taking; or (3) it is a derivative (except for a derivative that is a financial guarantee contract or a designated and effective hedging instrument).

(iv) Financial Assets at FVTPL

Financial assets that do not meet the criteria for being measured at amortized cost or FVTOCI [see (i) to (iii) above] are measured at FVTPL. Specifically:

- Investments in equity instruments are classified as at FVTPL, unless the Association designates an equity investment that is neither held for trading nor a contingent consideration arising from a business combination as at FVTOCI on initial recognition [see (iii) above].
- Debt instruments that do not meet the amortized cost criteria or the FVTOCI criteria [see (i) and (ii) above] are classified as at FVTPL. In addition, debt instruments that meet either the amortized cost criteria or the FVTOCI criteria may be designated as at FVTPL upon initial recognition if such designation eliminates or significantly reduces a measurement or recognition inconsistency (so called 'accounting mismatch') that would arise from measuring assets or liabilities or recognizing the gains and losses on them on different bases. The Association has not designated any debt instruments as at FVTPL.

Financial assets at FVTPL are measured at fair value at the end of each reporting period, with any fair value gains or losses recognized in profit or loss to the extent they are not part of a designated hedging relationship (the Association has no hedge investments). The net gain or loss recognized in profit or loss includes any dividend or interest earned on the financial asset and is included in the 'other services and other income' line item (Note 7). Fair value is determined in the manner described the Association's significant accounting policies.

Impairment of Financial Assets

The Association recognizes a loss allowance for expected credit losses on investments in debt instruments that are measured at amortized cost or at FVTOCI, lease receivables, trade receivables and contract assets. The

amount of expected credit losses is updated at each reporting date to reflect changes in credit risk since initial recognition of the respective financial instrument.

The Association always recognizes lifetime ECL (expected credit losses) for trade receivables, contract assets and lease receivables. The expected credit losses on these financial assets are estimated using a provision matrix based on the Association's historical credit loss experience, adjusted for factors that are specific to the debtors, general economic conditions and an assessment of both the current as well as the forecast direction of conditions at the reporting date, including time value of money where appropriate.

For all other financial instruments, the Association recognizes lifetime ECL when there has been a significant increase in credit risk since initial recognition. However, if the credit risk on the financial instrument has not increased significantly since initial recognition, the Association measures the loss allowance for that financial instrument at an amount equal to 12 month ECL.

Lifetime ECL represents the expected credit losses that will result from all possible default events over the expected life of a financial instrument. In contrast, 12-month ECL represents the portion of lifetime ECL that is expected to result from default events on a financial instrument that are possible within 12 months after the reporting date.

(i) Significant Increase in Credit Risk

In assessing whether the credit risk on a financial instrument has increased significantly since initial recognition, the Association compares the risk of a default occurring on the financial instrument at the reporting date with the risk of a default occurring on the financial instrument at the date of initial recognition. In making this assessment, the Association considers both quantitative and qualitative information that is reasonable and supportable, including historical experience and forward-looking information that is available without undue cost or effort. Forward-looking information considered includes the future prospects of the industries in which the Association's debtors operate, obtained from economic expert reports, financial analysts, governmental bodies, relevant think-tanks and other similar organizations, as well as consideration of various external sources of actual and forecast economic information that relate to the Association's core operations.

In particular, the following information is taken into account when assessing whether credit risk has increased significantly since initial recognition:

- An actual or expected significant deterioration in the financial instrument's external (if available) or internal credit rating;
- Significant deterioration in external market indicators of credit risk for a particular financial instrument, e.g., a significant increase in the credit spread, the credit default swap prices for the debtor, or the length of time or the extent to which the fair value of a financial asset has been less than its amortized cost;
- Existing or forecast adverse changes in business, financial or economic conditions that are expected to cause a significant decrease in the debtor's ability to meet its debt obligations;
- An actual or expected significant deterioration in the operating results of the debtor;
- Significant increases in credit risk on other financial instruments of the same debtor; and
- An actual or expected significant adverse change in the regulatory, economic, or technological environment of the debtor that results in a significant decrease in the debtor's ability to meet its debt obligations.

Irrespective of the outcome of the above assessment, the Association presumes that the credit risk on a financial asset has increased significantly since initial recognition when contractual payments are more than 30 days past due, unless the Association has reasonable and supportable information that demonstrates otherwise.

Despite the foregoing, the Association assumes that the credit risk on a financial instrument has not increased significantly since initial recognition if the financial instrument is determined to have low credit risk at the reporting date. A financial instrument is determined to have low credit risk if: (1) the financial instrument has a low risk of default; (2) the debtor has a strong capacity to meet its contractual cash flow obligations in the near term; and (3) adverse changes in economic and business conditions in the longer term may, but will not necessarily, reduce the ability of the borrower to fulfil its contractual cash flow obligations.

The Association considers a financial asset to have low credit risk when the asset has external credit rating of 'investment grade' in accordance with the globally understood definition or if an external rating is not available, the asset has an internal rating of 'performing'. Performing means that the counterparty has a strong financial position and there is no past due amounts.

The Association regularly monitors the effectiveness of the criteria used to identify whether there has been a significant increase in credit risk and revises them as appropriate to ensure that the criteria are capable of identifying significant increase in credit risk before the amount becomes past due.

(ii) Definition of Default

The Association considers the following as constituting an event of default for internal credit risk management purposes as historical experience indicates that financial assets that meet either of the following criteria are generally not recoverable: (1) when there is a breach of financial covenants by the debtor; or (2) information developed internally or obtained from external sources indicates that the debtor is unlikely to pay its creditors, including the Association, in full (without taking into account any collateral held by the Association).

Irrespective of the above analysis, the Association considers that default has occurred when a financial asset is more than 90 days past due unless the Association has reasonable and supportable information to demonstrate that a more lagging default criterion is more appropriate.

(iii) Credit-impaired financial assets

A financial asset is credit-impaired when one or more events that have a detrimental impact on the estimated future cash flows of that financial asset have occurred. Evidence that a financial asset is credit-impaired includes observable data about the following events: (a) significant financial difficulty of the issuer or the borrower; (b) a breach of contract, such as a default or past due event (see (ii) above); (c) the lender(s) of the borrower, for economic or contractual reasons relating to the borrower's financial difficulty, having granted to the borrower a concession(s) that the lender(s) would not otherwise consider; (d) it is becoming probable that the borrower will enter bankruptcy or other financial reorganization; or (e) the disappearance of an active market for that financial asset because of financial difficulties.

(iv) Write-Off Policy

The Association writes off a financial asset when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, e.g., when the debtor has been placed under liquidation or has entered into bankruptcy proceedings, or in the case of trade receivables, when the amounts are over two years past due, whichever occurs sooner. Financial assets written off may still be subject to enforcement activities under the Association's recovery procedures, taking into account legal advice where appropriate. Any recoveries made are recognized in profit or loss.

(v) Measurement and Recognition of Expected Credit Losses (ECL)

The measurement of expected credit losses is a function of the probability of default, loss given default (i.e., the magnitude of the loss if there is a default) and the exposure at default. The assessment of the probability

of default and loss given default is based on historical data adjusted by forward-looking information as described above.

As for the exposure at default, for financial assets, this is represented by the assets' gross carrying amount at the reporting date; for financial guarantee contracts, the exposure includes the amount drawn down as at the reporting date, together with any additional amounts expected to be drawn down in the future by default date determined based on historical trend, the Association's understanding of the specific future financing needs of the debtors, and other relevant forward-looking information.

For financial assets, the expected credit loss is estimated as the difference between all contractual cash flows that are due to the Association in accordance with the contract and all the cash flows that the Association expects to receive, discounted at the original effective interest rate. For a lease receivable, the cash flows used for determining the expected credit losses is consistent with the cash flows used in measuring the lease receivable in accordance with PFRS 16.

For a financial guarantee contract, as the Association is required to make payments only in the event of a default by the debtor in accordance with the terms of the instrument that is guaranteed, the expected loss allowance is the expected payments to reimburse the holder for a credit loss that it incurs less any amounts that the Association expects to receive from the holder, the debtor or any other party.

If the Association has measured the loss allowance for a financial instrument at an amount equal to lifetime ECL in the previous reporting period but determines at the current reporting date that the conditions for lifetime ECL are no longer met, the Association measures the loss allowance at an amount equal to 12-month ECL at the current reporting date, except for assets for which the simplified approach was used.

The Association recognizes an impairment gain or loss in profit or loss for all financial instruments with a corresponding adjustment to their carrying amount through a loss allowance account, except for investments in debt instruments that are measured at FVTOCI, for which the loss allowance is recognized in other comprehensive income and accumulated in the investment revaluation reserve and does not reduce the carrying amount of the financial asset in the statement of financial position.

#### Derecognition of Financial Assets

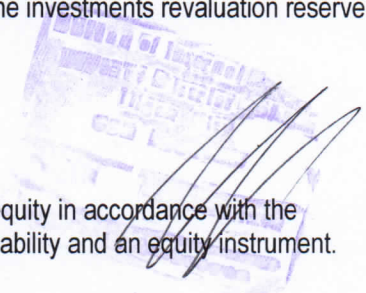
The Association derecognizes a financial asset only when the contractual rights to the cash flows from the asset expire, or when it transfers the financial asset and substantially all the risks and rewards of ownership of the asset to another entity. If the Association neither transfers nor retains substantially all the risks and rewards of ownership and continues to control the transferred asset, the Association recognizes its retained interest in the asset and an associated liability for amounts it may have to pay. If the Association retains substantially all the risks and rewards of ownership of a transferred financial asset, the Association continues to recognize the financial asset and also recognizes a collateralized borrowing for the proceeds received.

On derecognition of a financial asset measured at amortized cost, the difference between the asset's carrying amount and the sum of the consideration received and receivable is recognized in profit or loss. In addition, on derecognition of an investment in a debt instrument classified as at FVTOCI, the cumulative gain or loss previously accumulated in the investments revaluation reserve is reclassified to profit or loss. In contrast, on derecognition of an investment in an equity instrument which the Association has elected on initial recognition to measure at FVTOCI, the cumulative gain or loss previously accumulated in the investments revaluation reserve is not reclassified to profit or loss but is transferred to retained earnings.

#### Financial Liabilities and Equity

##### Classification as Debt or Equity

Debt and equity instruments are classified as either financial liabilities or as equity in accordance with the substance of the contractual arrangements and the definitions of a financial liability and an equity instrument.



Equity Instruments

An equity instrument is any contract that evidences a residual interest in the assets of an entity after deducting all of its liabilities.

Financial Liabilities

All financial liabilities are measured subsequently at amortized cost using the effective interest method or at FVTPL. However, financial liabilities that arise when a transfer of a financial asset does not qualify for derecognition or when the continuing involvement approach applies, and financial guarantee contracts issued by the Association, are measured in accordance with the specific accounting policies set out below.

Financial Liabilities at FVTPL

Financial liabilities are classified as at FVTPL when the financial liability is (i) contingent consideration of an acquirer in a business combination, (ii) held for trading or (iii) designated as at FVTPL.

A financial liability is classified as held for trading if: (a) it has been acquired principally for the purpose of repurchasing it in the near term; or (b) on initial recognition it is part of a portfolio of identified financial instruments that the Association manages together and has a recent actual pattern of short-term profit-taking; or (c) it is a derivative, except for a derivative that is a financial guarantee contract or a designated and effective hedging instrument.

A financial liability other than a financial liability held for trading or contingent consideration of an acquirer in a business combination may be designated as at FVTPL upon initial recognition if: (1) such designation eliminates or significantly reduces a measurement or recognition inconsistency that would otherwise arise; or (2) the financial liability forms part of a group of financial assets or financial liabilities or both, which is managed, and its performance is evaluated on a fair value basis, in accordance with the Association's documented risk management or investment strategy, and information about the grouping is provided internally on that basis; or (3) it forms part of a contract containing one or more embedded derivatives, and IFRS 9 permits the entire combined contract to be designated as at FVTPL.

Financial liabilities at FVTPL are measured at fair value, with any gains or losses arising on changes in fair value recognized in profit or loss to the extent that they are not part of a designated hedging relationship. The net gain or loss recognized in profit or loss incorporates any interest paid on the financial liability and is included in the 'other services and other income' line item (Note 7) in profit or loss.

However, for financial liabilities that are designated as at FVTPL, the amount of change in the fair value of the financial liability that is attributable to changes in the credit risk of that liability is recognized in other comprehensive income, unless the recognition of the effects of changes in the liability's credit risk in other comprehensive income would create or enlarge an accounting mismatch in profit or loss. The remaining amount of change in the fair value of liability is recognized in profit or loss. Changes in fair value attributable to a financial liability's credit risk that are recognized in other comprehensive income are not subsequently reclassified to profit or loss; instead, they are transferred to retained earnings upon derecognition of the financial liability.

Gains or losses on financial guarantee contracts issued by the Association that are designated by the Association as at FVTPL are recognized in profit or loss.

Financial Liabilities Measured Subsequently at Amortized Cost

Financial liabilities that are not (i) contingent consideration of an acquirer in a business combination, (ii) held for trading, or (iii) designated as at FVTPL, are measured subsequently at amortized cost using the effective interest method.

The effective interest method is a method of calculating the amortized cost of a financial liability and of allocating interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments (including all fees and points paid or received that form an integral part of the

effective interest rate, transaction costs and other premiums or discounts) through the expected life of the financial liability, or (where appropriate) a shorter period, to the amortized cost of a financial liability.

Derecognition of Financial Liabilities

The Association derecognizes financial liabilities when, and only when, the Association's obligations are discharged, cancelled or have expired. The difference between the carrying amount of the financial liability derecognized and the consideration paid and payable is recognized in profit or loss.

When the Association exchanges with the existing lender one debt instrument into another one with the substantially different terms, such exchange is accounted for as an extinguishment of the original financial liability and the recognition of a new financial liability. Similarly, the Association accounts for substantial modification of terms of an existing liability or part of it as an extinguishment of the original financial liability and the recognition of a new liability. It is assumed that the terms are substantially different if the discounted present value of the cash flows under the new terms, including any fees paid net of any fees received and discounted using the original effective rate is at least 10 per cent different from the discounted present value of the remaining cash flows of the original financial liability. If the modification is not substantial, the difference between: (1) the carrying amount of the liability before the modification; and (2) the present value of the cash flows after modification is recognized in profit or loss as the modification gain or loss within other gains and losses.

Prepayments

Prepaid expenses are expenditures paid for in one accounting period, but for which the underlying assets will not be consumed until a future period. When the asset is eventually consumed, it is charged to expense. Prepayments are carried at cost and are amortized on a straight-line basis, over the period of intended usage, which is equal to or less than 12 months or within the normal operating cycle.

Furniture, Fixtures and Office Equipment

Furniture, fixtures and office equipment are stated at cost less accumulated depreciation. Such cost includes the cost of replacing part of such furniture, fixtures and office equipment when that cost is incurred, if the recognition criteria are met.

An item of furniture, fixtures and office equipment is derecognized upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in the statement of income in the year the asset is derecognized

Depreciation is computed on the straight-line method over the estimated useful lives of the assets, which is five (5) years.

The estimated useful lives, residual values and depreciation method are reviewed at the end of each reporting period, with the effect of any changes in estimate accounted for on a prospective basis.

The carrying values of Association's furniture, fixtures and office equipment are reviewed for impairment when changes in circumstances indicate the carrying value may not be recoverable. If any such indication exists and where the carrying values exceed the estimated recoverable amount, the assets are written down to their recoverable amount. The recoverable amount of Association's furniture, fixtures and office equipment is the greater of net selling price and value in use. The net selling price is the amount obtainable from the sale of an asset in an arm's-length transaction.

Impairment of Non-Financial Assets

The Association's furniture, fixtures and office equipment and other assets are subject to impairment testing. Individual assets or cash-generating units are tested for impairment whenever events or changes in circumstances indicate that the carrying amounts may not be recoverable.

For purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash flows (cash-generating units). As a result, some assets are tested individually for impairment and some are tested at cash-generating unit level. An impairment loss is recognized for the amount by which the asset or cash-generating unit's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of fair value, reflecting the market conditions less cost to sell, and value in use, based on an internal evaluation of discounted cash flow. All assets are subsequently reassessed for indications that an impairment loss previously recognized may no longer exist and the carrying amount of the asset is adjusted to the recoverable amount resulting in the reversal of the previously recognized impairment loss.

#### Actuarial Policies

Actuarial liabilities (reserves for life policy and members' equity) are computed by the Consulting Actuary of the Association using actuarial practices generally accepted in the Philippines. Actuarial liabilities and other policy liabilities represent the estimated amounts which, together with estimated future premiums and net investment income, will provide for outstanding claims, estimated future benefits, and expenses on in-force policies.

In calculating actuarial liabilities, assumptions must be made about the timing and amount of many events, including death, investment, inflation, policy termination, expenses, taxes, premiums and commissions. The Association uses best estimate assumptions for expected future experience. Uncertainty is inherent in the process, as no one can accurately predict the future. Some assumptions relate to events that are anticipated to occur many years in the future and are likely to require subsequent revision.

Additional provisions are included in the actuarial liabilities to provide for possible adverse deviations from the best estimates. If the assumption is more susceptible to change or if the actuary is less certain about the underlying best estimate assumption, a correspondingly larger provision is included in the actuarial liabilities. In determining these provisions, the Association ensures: (a) when taken one at a time, the provision is reasonable with respect to the underlying best estimate assumption, and the extent of uncertainty present in making that assumption, and (b) in total, the cumulative effect of all provisions is reasonable with respect to the total actuarial liabilities. With the passage of time and resulting reduction in estimation risk, the provisions are released into income. The best estimate assumptions and margins for adverse deviations are reviewed annually and revisions are made where deemed necessary and prudent.

#### Recording of Claims from Policyholders

Claims incurred comprise settlement and handling costs of paid and outstanding claims arising during the year and adjustments to prior year claim provisions. Outstanding claims comprise claims incurred up to, but not paid, at the end of the year, whether reported or not.

#### Revenue and Cost Recognition

The Association's revenue arises primarily from the premium contributions of members and secondarily from investment-related transactions such as investment income, dividend income, interest income and other sources of revenues.

Management has determined that the revenue from premium contributions of members are within the scope of PFRS 4 *Insurance Contracts* while the income from investments in financial instruments are within the scope of PFRS 9 *Financial Instruments*. Income from other sources are within the scope of PFRS 15 *Revenue from Contracts with Customers*.

PFRS 4 defines an insurance contract as a 'contract under which one party (the insurer) accepts significant insurance risk from another party (the policyholder) by agreeing to compensate the policyholder if a specified uncertain future event (the insured event) adversely affects the policyholder.' PFRS 4 temporarily exempts the Association from some requirements of other PFRSs until the efficacy of PFRS 17, beginning January 1, 2023. (Per IC Circular Letter No. 218-69, dated December 28, 2018) This Circular was further amended by Circular Letter No. 2020-62, dated May 18, 2020, further extending the implementation of IFRS 17 to January 1, 2025. However, the Standard: (a) prohibits provisions for possible claims under contracts that are not in existence at

the reporting date; (b) requires a test for the adequacy of recognized insurance liabilities and an impairment test for reinsurance assets, and (c) requires an insurer to keep insurance liabilities in its balance sheet until they are discharged or cancelled, or expire, and prohibits offsetting insurance liabilities against related reinsurance assets and income or expense from reinsurance contracts against the expense or income from the related insurance contract.

The Association recognizes revenue as follows:

(1) Premium Contributions

This represents considerations given by the member in exchange for the promises of the MBA to pay a stipulated sum in the event of a loss covered under the basic benefits indicated in the Internal Rules and Regulations (IRR) of the MBA and/or membership certificates. Under the provisions of PFRS 4, the Association recognizes premium contributions as earned when collected with corresponding allocation as approved by the Insurance Commission (IC). The proportion of the premiums collected pertaining to periods after reporting date is carried forward to subsequent accounting periods as unearned premiums, so that earned premiums relate to risks carried during the accounting period. The members' gross premium contributions are allocated as follows:

- 50% goes to the reserve for members' equity, intended for members' entitlements of equity value after three (3) full years of continuous membership in the Association, representing 50% of the total membership dues collected less claims paid;
- 30% goes to cover basic benefits of members
- 5% goes to guarantee fund, and
- the remaining 15% goes to general operations, to cover administrative costs.

The Association collects its premiums through Serviamus Foundation, Inc., an affiliate.

(2) Investments Income

Income from investments are accounted for under PFRS 9. Income from investments in debt and equity securities held to collect contractual cash flows (rather than to sell the instrument prior to its contractual maturity to realize its fair value changes) are recognized at amortized cost, with interest income recognized at the effective interest rate.

(3) Non-Insurance Revenues

The Association recognizes non-insurance revenues in accordance with PFRS 15 at an amount that reflects the consideration to which the Association is expected to be entitled to in exchange for transferring goods or services to a customer.

For each contract with a customer, the Association:

- (1) Identifies the contract with a customer;
- (2) Identifies the performance obligations in the contract;
- (3) Determines the transaction price which takes into account estimates of variable consideration and the time value of money;
- (4) Allocates the transaction price to the separate performance obligations on the basis of the relative stand-alone selling price of each distinct good or service to be delivered; and
- (5) Recognizes revenue when or as each performance obligation is satisfied in a manner that depicts the transfer to the customer of the goods or services promised.

Variable consideration within the transaction price, if any, reflects concessions provided to the customer such as discounts, rebates and refunds, any potential bonuses receivable from the customer and any other contingent events. Such estimates are determined using either the 'expected value' or 'most likely amount' method. The measurement of variable consideration is subject to a constraining

principle whereby revenue will only be recognized to the extent that it is highly probable that a significant reversal in the amount of cumulative revenue recognized will not occur.

The measurement constraint continues until the uncertainty associated with the variable consideration is subsequently resolved. Amounts received that are subject to the constraining principle are initially recognized as deferred revenue in the form of a separate refund liability.

(4) Cost and Expenses

Costs and expenses are recognized in the statement of profit or loss when a decrease in future economic benefits related to a decrease in an asset or an increase in a liability has arisen which can be measured reliably. Costs and expenses are recognized in the statement of profit or loss : i) on the basis of a direct association between the cost incurred and the earnings of specific items of income; ii) on the basis of systematic and rational allocation procedures when economic benefits are expected to arise over several accounting periods and the association with income can only be broadly or indirectly determined; or iii) immediately when an expenditure produces no future economic benefits or when, and to the extent that, future economic benefits do not qualify, or cease to qualify, for recognition in the statement of financial position as an asset.

Insurance-related costs are accounted as follows:

- Changes in the required actuarial and other reserves are recognized as expense during the period.
- Plan benefits and claims paid to members, including refund of members' equity value, are recognized for benefits availed of by members/beneficiaries.
- Collection costs (representing commissions to collecting affiliate) are due and payable for every premium income recognized. Commission rates are based on IC-approved rates.

(5) Grants, Donations and Other Income

Grants, donations and other income received are valued at fair market value at the time the grants are received.

Compensation and Employees Benefits Expense

Employee benefits are all forms of consideration given by the Association in exchange for services rendered by employees or for the termination of their employments in the Association. The Association recognizes: (a) a liability when an employee has provided service in exchange for employee benefits to be paid in the future; and (b) an expense when the Association consumes the economic benefit arising from the service provided by an employee in exchange for employee benefits.

The following represent the accounting followed by the Association for all types of employee benefits, except share-based payment, to which there is none.

• Short-Term Employee Benefits

Short-term employee benefits are those expected to be settled wholly before twelve months after the end of the annual reporting period during which employee services are rendered, but do not include termination benefits. These benefits include wages, salaries and bonuses (if there are any) and non-monetary benefits paid to current employees. These are recognized when the employee has rendered the service and are measured at the undiscounted amount of benefits expected to be paid in exchange for that service.

The benefits also include compensated absences which are recognized for the number of paid leave days (including holiday entitlement) remaining at the reporting date. The expected cost of short-term

compensated absences is recognized as the employees render service that increases their entitlement or, in the case of non-accumulating absences, when the absences occur, and includes any additional amounts the Association expects to pay as a result of unused entitlements at end of period. The amounts recognized are included in Trade and Other Payables account in the statement of financial position at undiscounted amount that the Association expects to pay as a result of the unused entitlement.

- Post-Employment Benefit Plans

Post-employment benefit plans that are provided to employees only cover their retirement benefits, which are paid in lump sum payments at the time of their retirements. The retirement benefits are provided to employees through a defined benefit plan. A defined benefit plan is a retirement plan that defines an amount of retirement benefit an employee will receive on retirement, usually dependent on one or more factors such as age, years of service and salary. The legal obligation for the benefits of the retirement plan remains with the Association, even if plan assets for funding the defined benefit plan have been acquired. Plan assets may include assets specifically designated to a long-term benefit fund, as well as qualifying insurance policies. The Association's defined benefit retirement plan covers all regular full-time employees.

The Association has not yet computed its retirement benefit obligations at the end of the reporting periods as it considers its retirement liability to be still immaterial considering that the operations of the Association is just less than five years old and just three years under operating status. The Association's work force is considered young. The Board of Trustees is cognizant of the need to provide post-employment benefits to its employees; however, the cost-benefit estimate favors postponement of any action at this time on the issue of the immateriality of the amount involved.

- Termination Benefits

Termination benefits are payable when employment is terminated by the Association before the normal retirement date, or whenever an employee accepts voluntary redundancy in exchange for these benefits. The Association recognizes termination benefits when it is demonstrably committed to either: (a) terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal; or (b) providing termination benefits as a result of an offer made to encourage voluntary redundancy. Benefits falling due more than 12 months after the statement of financial position date are discounted to present value.

### Leases

The Association has applied PFRS 16 *Leases* beginning January 1, 2019. PFRS 16 introduces new or amended requirements with respect to lease accounting. It introduces significant changes to lessee accounting by removing the distinction between operating and finance lease and requiring the recognition of a right-of-use asset and a lease liability at commencement for all leases, except for short-term leases and leases of low value assets. In contrast to lessee accounting, the requirements for lessor accounting have remained largely unchanged.

Applying PFRS 16, for all leases, the Association: (a) recognizes right-of-use assets and lease liabilities in the statement of financial position, initially measured at the present value of the future lease payments; (b) recognizes depreciation of right-of-use assets and interest on lease liabilities in profit or loss, and (c) separates the total amount of cash paid into a principal portion (presented within financing activities) and interest (presented within financing activities) in the statement of cash flows. Lease incentives (e.g., rent-free period) are recognized as part of the measurement of the right-of-use assets and lease liabilities whereas under PAS/IAS 17 they resulted in the recognition of a lease incentive, amortized as a reduction of rental expenses generally on a straight-line basis.

### Leases – The Association as Lessee

The Association assesses whether a contract is or contains a lease, at inception of the contract. The Association recognizes a right-of-use asset and a corresponding lease liability with respect to all lease arrangements in which it is the lessee, except for short-term leases (defined as leases with a lease term of 12 months or less) and leases

of low value assets. For these low value leases, the Association recognizes the lease payments as an operating expense on a straight-line basis over the term of the lease unless another systematic basis is more representative of the time pattern in which economic benefits from the leased assets are consumed.

The Association's leases substantially involve low-value assets and the use of its office space, leases that are generally having terms of one year or less.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted by using the rate implicit in the lease. If this rate cannot be readily determined, the Association uses its incremental borrowing rate. The Association has no borrowings, but it is investing funds. It uses the average rates that its investments in financial instruments are getting as the discounted rate justifying that it becomes the opportunity cost when such investible funds are used to the leases.

Lease payments included in the measurement of the lease liability comprise:

- Fixed lease payments (including in-substance fixed payments), less any lease incentives receivable;
- Variable lease payments that depend on an index or rate, initially measured using the index or rate at the commencement date;
- The amount expected to be payable by the lessee under residual value guarantees;
- The exercise price of purchase options, if the lessee is reasonably certain to exercise the options; and
- Payments of penalties for terminating the lease, if the lease term reflects the exercise of an option to terminate the lease.

The lease liability is presented as a separate line in the statement of financial position.

The lease liability is subsequently measured by increasing the carrying amount to reflect interest on the lease liability (using effective interest method) and by reducing the carrying amount to reflect the lease payments made.

The Association remeasures the lease liability (and makes a corresponding adjustment to the related right-of-use asset) whenever:

- The lease term has changed or there is a significant event or change in circumstances resulting in a change in the assessment of exercise of a purchase option, in which case the lease liability is remeasured by discounting the revised lease payments using a revised discount rate.
- The lease payments change due to changes in an index or rate or a change in expected payment under a guaranteed residual value, in which cases the lease liability is remeasured by discounting the revised lease payments using an unchanged discount rate (unless the lease payments change is due to a change in a floating interest rate, in which case a revised discount rate is used).
- A lease contract is modified, and the lease modification is not accounted for as a separate lease, in which case the lease liability is remeasured based on the lease term of the modified lease by discounting the revised lease payments using a revised discount rate at the effective date of the modification.

The Association did not make any such adjustments during the period presented.

The right-of-use assets comprise the initial measurement of the corresponding lease liability, lease payments made at or before the commencement day, less any lease incentives received and any initial direct costs. They are subsequently measured at cost less accumulated depreciation and impairment losses.

Whenever the Association incurs an obligation for costs to dismantle and remove a leased asset, restore the site on which it is located or restore the underlying asset to the condition required by the terms and conditions of the lease, a

provision is recognized and measured under PAS/IAS 37. To the extent that the costs relate to a right-of-use asset, the costs are included in the related right-of-use asset, unless those costs are incurred to produce inventories.

Right-of-use assets are depreciated over the shorter period of lease term and useful life of the underlying asset. If a lease transfers ownership of the underlying asset or the cost of the right-of-use asset reflects that the Association expects to exercise a purchase option, the related right-of-use asset is depreciated over the useful life of the underlying asset. The depreciation starts at the commencement date of the lease.

The right-of-use assets, if any, are presented as a separate line in the statement of financial position.

The Association applies PAS/IAS 36 to determine whether a right-of-use asset is impaired and accounts for any identified impairment loss as described in the 'Furniture, Fixtures and Office Equipment' policy.

Variable rents that do not depend on an index or rate are not included in the measurement the lease liability and the right-of-use asset. The related payments are recognized as an expense in the period in which the event or condition that triggers those payments occurs and are included in the line "Rent" in the statement of profit or loss.

As a practical expedient, PFRS 16 permits a lessee not to separate non-lease components, and instead account for any lease and associated non-lease components as a single arrangement. The Association has not used this practical expedient. For contracts that contain a lease component and one or more additional lease or non-lease components, the Association allocates the consideration in the contract to each lease component on the basis of the relative stand-alone price of the lease component and the aggregate stand-alone price of the non-lease components.

#### Leases – The Association as Lessor

Leases for which the Association is a lessor are classified as finance or operating leases. Whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessee, the contract is classified as a finance lease. All other leases are classified as operating leases.

When the Association is an intermediate lessor, it accounts for the head lease and the sub-lease as two separate contracts. The sub-lease is classified as a finance or operating lease by reference to the right-of-use asset arising from the head lease. Rental income from operating leases is recognized on a straight-line basis over the term of the relevant lease. Initial direct costs incurred in negotiating and arranging an operating lease are added to the carrying amount of the leased asset and recognized on a straight-line basis over the lease term.

Amounts due from lessees under finance leases are recognized as receivables at the amount of the Association's net investment in the leases. Finance lease income is allocated to accounting periods so as to reflect a constant periodic rate of return on the Association's net investment outstanding in respect of the leases. Subsequent to initial recognition, the Association regularly reviews the estimated unguaranteed residual value and applies the impairment requirements of PFRS 9, recognizing an allowance for expected credit losses on the lease receivables.

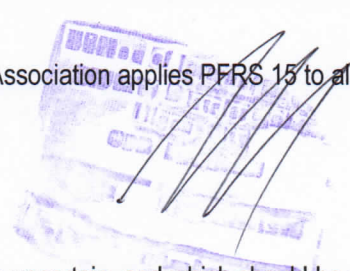
Finance lease income is calculated with reference to the gross carrying amount of the lease receivables, except for credit-impaired financial assets for which interest income is calculated with reference to their amortized cost (i.e., after a deduction of the loss allowance).

When a contract includes both lease and non-lease components, the Association applies PFRS 15 to allocate the consideration under the contract to each component.

The Association is not a lessor of properties.

#### Contingencies

A contingency arises when there is a situation for which the outcome is uncertain, and which should be resolved in the future, possibly creating a loss. The accounting for a contingency is essentially to recognize only those losses that are probable and for which a loss amount can be reasonably estimated. Contingent assets are not



recognized in the financial statements but are disclosed when an inflow of economic benefits is probable. Contingent liabilities are not recognized either, but these are generally disclosed unless the possibility of an outflow of resources is remote.

#### Provisions and Contingent Liabilities

Provisions, if any, are recognized when the Association has legal or constructive obligations as a result of a past event: it is probable that an outflow of resources will be required to settle the obligation and estimate can be made of the amount obligation. Provisions are recognized when present obligation will probably lead to an outflow of economic resources and they can be estimated reliably even if the timing or amount of the outflow may still be uncertain. A present obligation arises from the presence of a legal or constructive commitment that has resulted from past events. Provisions are measured at the estimated expenditure required to settle the present obligation, based on the most reliable evidence available at the statement of financial position date, including the risks and uncertainties associated with the present obligation. Any reimbursement expected to be received in the course of settlement of the present obligation is recognized, if virtually certain as a separate asset, not exceeding the amount of related provision.

Provisions are reviewed at each statement of financial position date and adjusted to reflect the current best estimate. In those cases where the possible outflow of the economic resources as a result of present obligation is considered improbable or remote, or the amount to be provided for cannot be measured reliably, no liability is recognized in the consolidated financial statements. Probable inflows of economic benefits that do not yet meet the recognition criteria of the asset are considered contingent assets, hence, are not recognized in the financial statements. No contingent liabilities have been incurred during the year.

#### Subsequent Events

Post year-end events that provide additional information about the Association's position at the reporting date (adjusting events), are reflected in the financial statements. Post year-end events that are not adjusting events are disclosed in the notes to financial statements when material.

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### **Note 3**

#### **Significant Critical Accounting Judgment and Key Sources of Estimation Uncertainty**

In applying the Association's accounting policies, which are described in Note 2, *Summary of Significant Accounting Policies*, the management of the Association are required to make judgements (other than those involving estimations) that have a significant impact on the amounts recognized and to make estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

#### Critical Judgements in Applying the Association's Accounting Policies

The following are the critical judgements, apart from those involving estimations (which are presented separately below), that the management of the Association have made in the process of applying the accounting policies and that have the most significant effect on the amounts recognized in the financial statements.

#### Business Model Assessment

Classification and measurement of financial assets depends on the results of the SPPI and the business model test. The Association determines the business model at a level that reflects how groups of financial assets are managed together to achieve a particular business objective. This assessment includes judgement reflecting all relevant evidence including how the performance of the assets is evaluated and their performance measured,

the risks that affect the performance of the assets and how these are managed and how the managers of the assets are compensated.

The Association monitors financial assets measured at amortized cost or fair value through other comprehensive income that are derecognized prior to their maturity to understand the reason for their disposal and whether the reasons are consistent with the objective of the business for which the asset was held. Monitoring is part of the Association's continuous assessment of whether the business model for which the remaining financial assets are held continues to be appropriate and if it is not appropriate whether there has been a change in business model and so a prospective change to the classification of those assets. No such changes were required during the periods presented.

#### Significant Increase in Credit Risk

Expected credit losses (ECL) are measured as an allowance equal to 12-month ECL for stage 1 assets, or lifetime ECL for stage 2 or stage 3 assets. An asset moves to stage 2 when its credit risk has increased significantly since initial recognition. PFRS 9 does not define what constitutes a significant increase in credit risk. In assessing whether the credit risk of an asset has significantly increased the Association takes into account qualitative and quantitative reasonable and supportable forward-looking information.

#### Key Sources of Estimation Uncertainty

The key assumptions concerning the future, and other key sources of estimation uncertainty at the reporting period that may have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, are discussed below.

#### Calculation of Loss Allowance

When measuring ECL the Association uses reasonable and supportable forward-looking information, which is based on assumptions for the future movement of different economic drivers and how these drivers will affect each other. Loss given default is an estimate of the loss arising on default. It is based on the difference between the contractual cash flows due and those that the lender would expect to receive, taking into account cash flows from collateral and integral credit enhancements. Probability of default constitutes a key input in measuring ECL. Probability of default is an estimate of the likelihood of default over a given time horizon, the calculation of which includes historical data, assumptions and expectations of future conditions.

#### Fair Value Measurements and Valuation Processes

Some of the Association's assets and liabilities are measured at fair value for financial reporting purposes. Management uses valuation techniques to determine the fair value of financial instruments (where active market quotes are not available) and non-financial assets. In estimating the fair value of an asset or a liability, the management uses market-observable data to the extent it is available. This involves developing estimates and assumptions consistent with how market participants would price the instrument. Management bases its assumptions on observable data as far as possible; but this is not always available. In that case, management uses the best information available. Estimated fair values may vary from the actual prices that would be achieved in an arm's length transaction at the reporting date.

#### Estimating Useful Lives of Property and Equipment

The Association reviews annually the estimated useful lives of its property and equipment based on expected asset utilization. It is possible that future results of operations could be materially affected by changes in these estimates. A reduction in the estimated useful lives of these properties would increase recorded depreciation and amortization expense and decrease the related asset accounts.

#### Impairment of Non-Financial Assets

In assessing impairment, management estimates the recoverable amount of each asset based on expected future cash flows and uses an interest rate to discount them. Estimation uncertainty relates to assumptions about future operating results and the determination of a suitable discount rate.

Retirement Benefits

The determination of the Association's obligation and cost for pension and other employee benefits is dependent on the selection of certain assumptions used by management in calculating such amounts. While the Association believes that the assumptions used are reasonable and appropriate, significant differences in the actual experience or significant changes in assumptions may materially affect employee benefit obligations.

Provisions and Contingencies

Judgment is exercised by management to distinguish between provisions and contingencies. Policies on recognition and disclosure of provision and disclosure of contingencies are discussed in Note 2.

**Note 4**

**Cash and Cash Equivalents**

This account is composed of the following:

<i>December 31,</i>	<b>2020</b>	<b>2019</b>
Petty cash fund	<b>₱5,000</b>	₱5,000
Cash in banks – unrestricted	<b>29,977,043</b>	42,859,853
Cash in banks – restricted	<b>10,256,727</b>	8,875,795
	<b>₱40,238,770</b>	₱51,740,648

The cash in banks – restricted represent the short-term placement intended for the Guaranty Fund required by the Insurance Commission to be maintained by the Association.

The cash in banks earn interest at the prevailing market rates. Interest income earned from the deposits amounted to ₱343,647 in 2020 and ₱393,870 in 2019.

**Note 5**

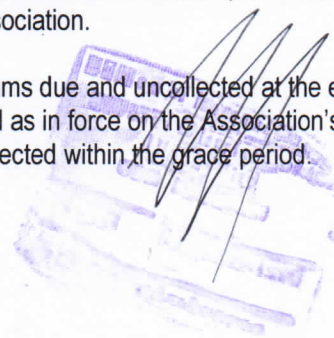
**Trade and Other Receivables**

This account consists of the following:

<i>December 31,</i>	<b>2020</b>	<b>2019</b>
Receivables from agents	<b>₱2,122,090</b>	₱2,095,830
Members' contributions due and uncollected	<b>249,292</b>	86,920
Accrued interest receivable	<b>45,195</b>	73,744
Accounts receivable – others	<b>–</b>	2,385
Total	<b>2,416,577</b>	2,258,879
Less allowance for expected credit losses (ECL)	<b>44,389</b>	10,614
Net	<b>₱2,372,188</b>	₱2,248,265

The following are the nature of the accounts:

- (1) The receivable from agent consists principally of receivables from Serviamus Foundation, Inc. whose Main Office and branches serve as the collecting agents of the Association.
- (2) Members' contributions due and uncollected represents net premiums due and uncollected at the end of the accounting period on all optional policies which are classified as in force on the Association's valuation records. These are net premiums that are due and uncollected within the grace period.



Management considers the accounts receivable as having low credit risk as the accounts are collected in full subsequently; no ECL was provided on the account in 2019.

By Age of the Accounts

<i>December 31, 2020</i>	<i>Current</i>	<i>Past Due</i>	<i>Total</i>
Receivables from agents	₱2,122,089	₱-	₱2,122,089
Members' contributions due and uncollected	122,333	126,960	249,293
Accrued interest receivable	45,195	-	45,195
	₱2,289,617	₱126,960	₱2,416,577

December 31, 2019

Receivables from agents	₱2,095,830	₱-	₱2,095,830
Members' contributions due and uncollected	66,130	20,790	86,920
Accrued interest receivable	73,744	-	73,744
Accounts receivable – others	2,385	-	2,385
	₱2,238,089	₱20,790	₱2,258,879

Allowance for ECL

The recorded ECL pertains to members' contributions due and uncollected and accounts receivable – others. The receivables are provided with 12-month ECL at 1% of principal for current 30 days and 34% for past due less than one year. Accounts past due for over 1 year have been provided with lifetime ECL at 100%.

Roll-Forward Analyses of the Allowance for ECL

<i>December 31,</i>	<b>2020</b>	2019
Opening balances	₱10,614	₱10,614
Additional provisions during the year	33,775	-
Closing balances	₱44,389	₱10,614

**Note 6**

**Details of Prepayments and Other Current Assets**

<i>December 31,</i>	<b>2020</b>	2019
Inventory of office supplies	₱56,781	₱42,736
Prepayment for insurance policy	7,200	3,750
	₱63,981	₱46,486

**Note 7**

**Furniture, Fixtures and Office Equipment**

The furniture, fixtures and office equipment, which are stated at cost, consists of the following:

<i>December 31,</i>	<b>2020</b>	2019
Information Technology (IT) equipment	₱477,208	₱477,208
Furniture, fixtures and office equipment	51,309	51,309
Leasehold improvements	29,212	29,212
Total	557,729	557,729
Accumulated depreciation	(455,225)	(358,333)
Net Book Value	₱102,504	₱199,396



The accounting of the movements of the assets during 2020 and 2019 follow:

<i>December 31, 2020</i>	<i>Opening Balances</i>	<i>Additions</i>	<i>Retirement</i>	<i>Closing Balances</i>
<u>Cost</u>				
IT equipment	₱477,208	₱-	₱-	₱477,208
Furniture, fixtures and equipment	51,309	-	-	51,309
Leasehold improvements	29,212	-	-	29,212
Total	557,729	-	-	557,729
<u>Accumulated Depreciation</u>				
IT equipment	288,456	90,836	-	379,292
Furniture, fixtures and equipment	51,296	-	-	51,296
Leasehold improvements	18,581	6,056	-	24,637
Total	358,333	96,892	-	455,225
<i>Net Book Value</i>	₱199,396	(₱96,892)	₱-	₱102,504
<i>December 31, 2019</i>				
<u>Cost</u>				
IT equipment	₱465,097	₱12,111	₱-	₱477,208
Furniture, fixtures and equipment	51,309	-	-	51,309
Leasehold improvements	29,212	-	-	29,212
Total	545,618	12,111	-	557,729
<u>Accumulated Depreciation</u>				
IT equipment	172,844	115,612	-	288,456
Furniture, fixtures and equipment	51,296	-	-	51,296
Leasehold improvements	12,168	6,413	-	18,581
Total	236,308	122,025	-	358,333
<i>Net Book Value</i>	₱309,310	(₱109,914)	₱-	₱199,396

#### Note 8

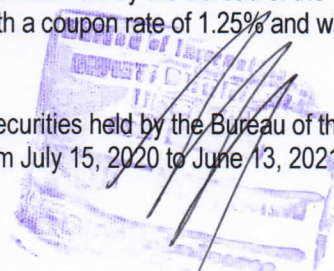
#### Investments in Financial Instruments – At Amortized Cost

This account consists of investments in the following banking institutions:

<i>December 31,</i>	<b>2020</b>	<b>2019</b>
Security Bank (SBC)	<b>₱10,720,000</b>	₱-
Banco de Oro (BDO)	<b>15,123,000</b>	-
Metropolitan Bank and Trust Company (MBTC)	<b>5,020,000</b>	5,085,000
Total	<b>30,863,000</b>	5,085,000
Net premium (discount)	<b>16,860</b>	(69,080)
Carrying Amount	<b>₱30,879,860</b>	₱5,015,920

These investments are debt securities with the following features:

- The money placements with BDO debt securities were placed on August 4, 2020 and will mature on July 14, 2021 with a yield interest rate of 1.75%. Another retail treasury bond amounting ₱5 million was placed on December 16, 2020 as Government securities held by the Bureau of the Treasury under the Registry of Scripless Securities (RoSS) System, with a coupon rate of 1.25% and will mature on December 16, 2021.
- The investment in SBC represents Government securities held by the Bureau of the Treasury under the Registry of Scripless Securities (RoSS) System from July 15, 2020 to June 13, 2021.



- c) The treasury notes purchased through MBTC have coupon rates at 3.25% to 3.50% with maturities on March 20, 2021 and March 21, 2023. The bonds purchased through this bank has a yield rate at 4.259999% with trade date on July 30, 2018 and will mature on July 23, 2019.

Interest income earned from investments amounted ₱234,884 in 2020 and ₱97,751 in 2019.

**Note 9**  
**Trade and Other Payables**

This account consists of the following:

<i>December 31,</i>	<b>2020</b>	<b>2019</b>
Accounts payable – agents	<b>₱1,688,431</b>	₱982,074
Retirement benefit obligation	<b>302,829</b>	242,018
Accrued expenses	<b>35,137</b>	36,322
Unremitted contributions to Government Agencies	<b>18,015</b>	13,869
	<b>₱2,044,412</b>	<b>₱1,274,283</b>

The accounts payable – agents represent expenses incurred by agents for refund by the Association. It also includes the collection fee payable for the month of December 2018. The Association's agents include the Main Office and branches of Serviamus Foundation, Inc. Trade and other receivables are normally settled within 30 days and are generally non-interest bearing.

*Retirement Benefit Obligation*

The Association's regular/permanent employees are provided with retirement benefits beginning 2016, based on the 67% of the gross salaries of the entitled employees plus one-twelfth (1/12) of the 13th month pay. The policy defines the amount of retirement benefit an employee will receive at the time of retirement or separation from service. The legal obligation on the payment of the retirement benefits to the employees remains with the Association. The retirement plan is noncontributory and is presently unfunded.

Total pension expenses charged to operations amounted to ₱302,829 in 2020 and ₱242,018 in 2019.

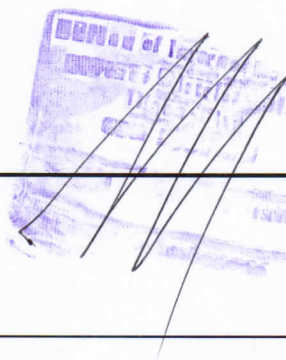
The retirement benefit obligation has been computed as follows:

<i>December 31</i>	<b>2020</b>	<b>2019</b>
Opening balances	<b>₱242,018</b>	₱–
Provision for the period	<b>60,811</b>	<b>242,018</b>
Closing balances	<b>₱302,829</b>	<b>₱242,018</b>

**Note 10**  
**Insurance Contract Liabilities**

This consists of the following:

<i>December 31,</i>	<b>2020</b>	<b>2019</b>
Claims incurred but not reported	<b>₱319,949</b>	₱271,365
Claims resisted/denied	<b>104,200</b>	7,300
Claims in course of settlement	<b>86,500</b>	–
Claims due and unpaid	<b>41,600</b>	₱144,500
	<b>₱552,249</b>	<b>₱423,165</b>



Incurred but not reported claims is the sum of individual claims on membership certificates that have already occurred, but notice has not been received by the Association before reporting date. Incurred but not reported claims are claims reported beyond the reporting date whose date of claim happened three months before the reporting date. For 2020, claims reported in the months of November 2020, December 2020 and January 2021 whose date of death/claim is before November 1, 2020 are included in this category.

Resisted or denied claims are claim benefit applications whose benefit payments are being contested/resisted by the Association due to infraction(s) of the Association's Rules and Regulations.

Claims in the course of settlement are claims reported and unpaid at the end of the year pending submission of documentary requirements. No decision has yet been made whether to deny or to pay the claim.

Claims due and unpaid benefits represent claim benefits that have been processed and recognized by the Association as its liability. The aggregate liability includes checks payments that are still outstanding at the accounting office for various reasons like returned/staled checks, undelivered checks to addressees either because the addressees changed addresses or refused to accept payment, etc.

The amounts recorded as insurance contract liabilities were certified by the Association's Actuary to be in accordance with sound actuarial principles.

Total basic benefits and claims paid to members amounted ₱4,744,684 in 2020 and ₱4,520,004 in 2019.

**Note 11**  
**Aggregate Reserves for Life Policies**

The recorded reserve liabilities consist of the following:

<i>December 31,</i>	<b>2020</b>	<b>2019</b>
Reserves for members' equity	<b>₱42,602,248</b>	₱34,434,418
Reserves for life policies	<b>353,763</b>	325,664
	<b>₱42,956,011</b>	₱34,760,082

The aggregate policy reserves represent the amount which is considered adequate to cover future guaranteed benefits as they become payable under the provisions of the policies in force. The reserve is the aggregate value of future guaranteed benefits less the present value of future net premiums.

In accordance with the provisions of the Insurance Code, every outstanding membership certificate must have, after three (3) full years of being continuously in force, an equity value to at least 50% of the total membership dues collected from the member less claims paid. The equity is payable to the members upon termination of their membership in the Association. In accordance with the same Code, the Association is required to put up a reserve liability not lower than the equity value of all in-force, active certificates as at the end of each calendar year; hence, the Association sets up the 50% of its gross premium collections as its reserves for members' equity.

The reserve for life policies represents the amount which is considered adequate to cover future guaranteed benefits as they become payable under the provisions of the policies in force. The reserve is the aggregate value of future guaranteed benefits less the present value of future net premiums.

The amount of aggregate reserves for members' equity and reserves for life policies for the periods reported have been computed and certified by the Consulting Actuary of the Association to be in accordance with commonly accepted actuarial standards and with the Guidelines and Standards of the Actuarial Society of the Philippines consistently applied and are fairly stated in accordance with sound actuarial principles.

The movements of the reserves during the year are as follows:

<i>December 31, 2020</i>	<i>Reserves for Members' Equity</i>	<i>Reserves for Life Policies</i>	<i>Total</i>
Provisions during 2015	P293,790	P41,393	P335,183
Provisions during 2016	5,309,161	153,739	5,462,900
Provisions during 2017	9,720,700	31,830	9,752,530
Provisions during 2018	9,527,469	50,150	9,577,619
Provisions during 2019	9,583,298	48,552	9,631,850
Balance as of December 31, 2019	34,434,418	325,664	34,760,082
Provisions during 2020	8,167,829	28,100	8,195,929
Balance as of December 31, 2020	P42,602,247	P353,764	P42,956,011

In accordance with the provisions of the Insurance Code, every outstanding membership certificate must have, after three (3) full years of being continuously in force, an equity value to at least 50% of the total membership dues collected from the member. The equity is payable to the members upon termination of their membership in the Association. In accordance with the same Code, the Association is required to put up a reserve liability not lower than the equity value of all in-force, active certificates as at the end of each calendar year; hence, the Association sets up the 50% of its gross premium collections as its reserves for members' equity.

The reserve for life policies represents the amount which is considered adequate to cover future guaranteed benefits as they become payable under the provisions of the policies in force. The reserve is the aggregate value of future guaranteed benefits less the present value of future net premiums.

The amounts of aggregate reserves for members' equity, credit policies and reserves for life policies for the years reported have been computed and certified by the Consulting Actuary of the Association to be in accordance with commonly accepted actuarial standards and with the Guidelines and Standards of the Actuarial Society of the Philippines consistently applied and are fairly stated in accordance with sound actuarial principles.

#### **Note 12** **Guaranty Fund**

This represents the amount required by the Insurance Commission (IC) to be established to guaranty the benefits and security of policyholders and creditors of the Association, in accordance with the provisions of The Amended Insurance Code (R.A. No. 10607), deposited in a local depository bank. (See Note 4.)

The following is the accounting of the Guaranty Fund:

<i>December 31,</i>	<b>2020</b>	<b>2019</b>
Opening balances, as originally stated	P9,271,139	P7,936,258
Members' contributions representing 5% of total premiums received	1,277,248	1,334,881
Closing balances	P10,548,387	P9,271,139

#### **Note 13** **Special Funds**

The Association has a General Fund which represents portion of the fund balance that is not restricted. In accordance with Section 408, paragraph 3 of the Insurance Code, as amended (R.A. No. 10607), a mutual benefit association shall only maintain free and unassigned surplus of not more than twenty percent (20%) of its total liabilities. Any amount in excess shall be returned to the members by way of dividends, enhancing the equity value or providing benefits in kind and other relevant services.

In addition, subject to the approval of the Commissioner, a mutual benefit association may allocate a portion for capacity building and research and development, upgrading and improving operating systems and equipment, and continuing member education.

The Association's General Fund already breached the 20% threshold of its total liabilities at the end of 2020. The Association's management however has not yet assigned the excess surplus but will propose to the Insurance Commission (IC) the establishment of special funds to absorb the excess portion of the Fund.

Available Savings for Future Allocations (Excess on 20% Limitation on Total Liabilities).

<u>December 31,</u>	<b>2020</b>	<b>2019</b>
Unadjusted free and unassigned fund balances	<b>₱9,990,016</b>	₱5,282,878
2018 savings allocations waiting for approval	-	2,957,245
Appropriations to special funds during the year	-	(3,018,353)
Net surplus for the year	<b>4,129,923</b>	4,768,246
Adjusted free and unassigned fund balances	<b>14,119,939</b>	9,990,016
20% limitation on total liabilities (Note 9)	<b>9,110,534</b>	(7,291,506)
Total excess on 20% limitation for savings allocations	<b>₱5,009,405</b>	₱2,698,510

The foregoing savings for allocation have not been applied for allocation in 2020. Management will determine some basis for allocation and will request permission from the IC accordingly.

In accordance with the recommendations of the Insurance Commission dated July 7, 2017 and August 9, 2017, the Association's Board of Trustees approved allocations of the following special funds from the General Fund:

<u>December 31,</u>	<b>2020</b>	<b>2019</b>
Members' and Employees' Capacity Building Fund	<b>₱629,704</b>	₱725,429
Upgrading and Improving of Systems and Equipment Fund	<b>799,984</b>	799,984
Research and Development Fund	<b>661,091</b>	661,091
Continuing Member Education Fund	<b>730,538</b>	730,538
Providing Benefits in Kind and Other Relevant Services Fund	<b>614,988</b>	614,988
	<b>₱3,436,305</b>	₱3,532,030

Reconciliation of the Accounts

<u>December 31, 2020</u>	<i>Beg. Balance</i>	<i>Net Surplus Allctns</i>	<i>Disbursements</i>	<i>End Balance</i>
Members' & Empl.' Capacity Bldg.	₱725,429	₱-	(₱95,725)	<b>₱629,704</b>
Upgrdng/Imprvng Sys./Equip Fund	799,984	-	-	<b>799,984</b>
Research and Development Fund	661,091	-	-	<b>661,091</b>
Continuing Member Education	730,538	-	-	<b>730,538</b>
Benefits in Kind/Other Relev Svcs	614,988	-	-	<b>614,988</b>
	<b>₱3,532,030</b>	<b>₱-</b>	<b>(₱95,725)</b>	<b>₱3,436,305</b>
<u>December 31, 2019</u>				
Members' & Empl.' Capacity Bldg.	₱271,179	₱905,506	(₱451,256)	<b>₱725,429</b>
Upgrdng/Imprvng Sys./Equip Fund	347,231	452,753	-	<b>799,984</b>
Research and Development Fund	208,338	452,753	-	<b>661,091</b>
Continuing Member Education	277,785	452,753	-	<b>730,538</b>
Benefits in Kind/Other Relev Svcs	-	754,588	(139,600)	<b>614,988</b>
	<b>₱1,104,533</b>	<b>₱3,018,353</b>	<b>(₱590,856)</b>	<b>₱3,532,030</b>

**Note 14**

**Members' Premium Contribution**

The Association's members are charged thirty pesos (₱30.00) per week, during their active membership in the Association. In accordance with its Rules and Regulations approved by the Insurance Commission (IC), the Association allocates the contributions as follows:

- (a) 50% is allocated as reserve for members' equity intended for the members' entitlements of equity value;
- (b) 30% is intended to cover basic benefits such as payments for death or permanent disability claims of a member or its legal spouse or common law partner (at least five years living together as a couple) below sixty-five (65) years old; or two (2) single, biological and/or legally adopted children who are two weeks old but not more than twenty-one (21) years old single; or biological children over twenty-one (21) years old who are disabled and incapacitated to work. If single without children, the members' legal dependents include one (1) of the member's biological parents who are not more than 60 years old. If a member's parents are both deceased upon membership, the member can declare one (1) younger sibling who are single and not more than twenty-one (21) years old, or more than twenty-one (21) years old if disabled and incapacitated to work.
- (c) 5% is intended as additional guaranty fund, and
- (d) 15% is intended to cover administrative costs and expenses.

The members are also charged with one-time membership fee of ₱100, which is non-refundable and does not form part of the members' accumulated and refundable contributions. The amount is treated as income to finance part of the requirements for general and administrative expenses not covered by the 15% allocation from gross premium contributions.

Gross premiums on credit life insurance are income from loans on member's which are included in the monthly payments of the loans. The amount of contribution is based on the principal amount and term of loans.

All members are entitled to refund of contributions, depending on the lengths of their membership in the Association at the time of termination. 50% of all contributions made to life insurance, regardless of the length of membership plus interest at a rate to be determined by the Board of Trustees, form part of the equity value.

The members withdrawal of equity value, presented in the statement of profit or loss as part of benefits paid to members, amounted to ₱4,623,718 in 2020 and ₱3,779,151 in 2019.

**Note 15**

**Details of Compensation and Employees' Benefits**

<i>Years Ended December 31,</i>	<b>2020</b>	<b>2019</b>
Short-term employee benefits	<b>₱1,686,975</b>	<b>₱1,742,990</b>
Post-employment benefits (Note 9)	<b>60,811</b>	<b>242,018</b>
	<b>₱1,747,786</b>	<b>₱1,985,008</b>



**Note 16**

**Details of General and Administrative Expenses**

<i>Years Ended December 31,</i>	2020	2019
Taxes and licenses (Note 23)	P213,962	P120,217
Technical and professional fees	121,607	165,730
Utilities	89,716	87,167
Office supplies	75,373	71,499
Meetings and conferences	72,834	144,645
Social and Community Service Expense	70,000	-
General assembly expenses	57,836	109,957
Rent	48,510	53,253
Bank and other charges	40,168	-
Provision for expected credit losses (Note 5)	33,775	-
Dues and subscription	25,000	25,000
Insurance	9,000	20,600
Travel	4,569	15,994
Miscellaneous	6,570	1,862
	<b>P868,920</b>	<b>P815,924</b>

**Note 17**

**Related Party Transactions**

The Association's related parties include its Board of Trustees, members of various committees, its officers and employees, who are also members of the Association, and its affiliate which is also its collecting agent. None of the transactions with related parties incorporate special terms and conditions and no guarantee is given or received. These transactions are made substantially on the same terms and conditions as with other members of comparable risks. Outstanding balances are usually settled in cash.

Among these related transactions are the following:

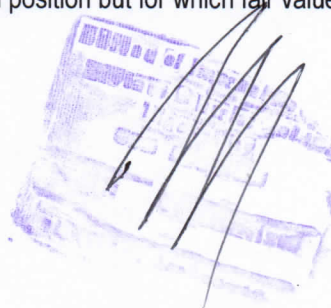
- (a) The Association accepts insurance business from the borrowers of Serviamus Foundation, Inc., an affiliate, and authorizes the Foundation to collect premium contributions from these members for certain commissions. Total collection costs incurred amounted P761,197 in 2020 and P800,743 in 2019.
- (b) The Chairman of the Board of Trustees of the Association is also the Chairman of the Board of Trustees of Serviamus Foundation, Inc.
- (c) The key management supervising the operations of the Association is still under the employ of Serviamus Foundation, Inc.

**Note 18**

**Fair Value Measurements**

*Financial Instruments Measured at Amortized Cost for which Fair Value is Disclosed*

The table in the following page summarizes the fair value hierarchy of financial assets and financial liabilities which are not measured at fair values in the statements of financial position but for which fair value is disclosed. (Please see table next page.)



<i>December 31, 2020</i>	<i>Level 1</i>	<i>Level 2</i>	<i>Level 3</i>	<i>Total</i>
<u><i>Financial assets</i></u>				
Cash and cash equivalents (Note 4)	₱40,238,770	₱-	₱-	₱40,238,770
Trade and other receivables (Note 5)	-	-	2,372,188	2,372,188
Investments in fin. instruments (Note 8)	-	-	30,879,860	30,879,860
	₱40,238,770	₱-	₱33,252,048	₱73,490,818
<u><i>Financial liabilities</i></u>				
Trade and other payables (Note 9)	₱-	₱-	₱2,044,412	₱2,044,412
Insurance contract liabilities (Note 10)	-	-	552,249	552,249
Aggregate reserves for risks (Note 11)	-	-	42,956,011	42,956,011
	₱-	₱-	₱45,552,672	₱45,552,672

*December 31, 2019*

<u><i>Financial assets</i></u>				
Cash and cash equivalents (Note 4)	₱51,740,648	₱-	₱-	₱51,740,648
Trade and other receivables (Note 5)	-	-	2,248,265	2,248,265
Investments in fin. instruments (Note 8)	-	-	5,015,920	5,015,920
	₱51,740,648	₱-	₱7,264,185	₱59,004,833
<u><i>Financial liabilities</i></u>				
Trade and other payables (Note 9)	₱-	₱-	₱1,274,283	₱1,274,283
Insurance contract liabilities (Note 10)	-	-	423,165	423,165
Aggregate reserves for risks (Note 11)	-	-	34,760,082	34,760,082
	₱-	₱-	₱36,457,530	₱36,457,530

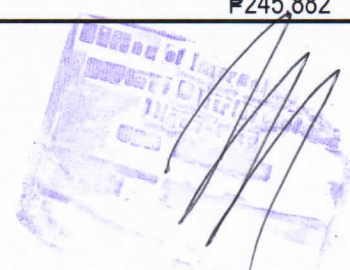
For financial assets and financial liabilities with fair values included in Level 1, management considers that the carrying amounts of those short-term financial instruments equal their fair values.

The fair values of the financial assets and financial liabilities included in Level 3 above which are not traded in an active market is determined by using generally acceptable pricing models and valuation techniques or by reference to the current market value of another instrument which is substantially the same after taking into account the related credit risk of counter-parties, or is calculated based on the expected cash flows of the underlying net asset base of the instrument. When the Association uses valuation technique, it maximizes the use of observable market data where it is available and rely as little as possible on entity specific estimates. If all significant inputs required to determine the fair value of an instrument are observable, the instrument is included in Level 2. Otherwise, it is included in Level 3.

*Fair Value Measurement for Non-Financial Assets*

The following table shows the Levels within the hierarchy of non-financial assets measured at fair value on a recurring basis as of December 31, 2020 and 2019.

<i>December 31, 2020</i>	<i>Level 1</i>	<i>Level 2</i>	<i>Level 3</i>	<i>Total</i>
Furniture, fixtures and office eqpt (Note 7)			₱102,504	₱102,504
Prepayments/other current assets (Note 6)			63,981	63,981
			₱166,485	₱166,485
<u><i>December 31, 2019</i></u>				
Furniture, fixtures and office eqpt (Note 7)			₱199,396	₱199,396
Prepayments/other current assets (Note 6)			46,486	46,486
			₱245,882	₱245,882



The Level 3 fair value of the buildings and improvements included under the Property and Equipment account was determined using the cost approach that reflects the cost to a market participant to construct an asset of comparable usage, construction standards, design and layout, adjusted for obsolescence. The more significant inputs used in the valuation include direct and indirect costs of construction such as but not limited to, labor and contractor's profit, materials and equipment, surveying and permit costs, electricity and utility costs, architectural and engineering fees, insurance and legal fees. These inputs were derived from various suppliers and contractor's quotes, price catalogues, and construction price indices. Under this approach, higher estimated costs used in the valuation will result in higher fair value of the properties.

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**Note 19**

**Capital Management Objectives, Policies and Procedures**

The Association's capital management objectives are: (1) to ensure the Association's ability to continue as a going concern, and (2) to ensure sufficient solvency margins to adequately protect its members. To attain these objectives, the Association maintains a certain level of capital that is usually higher than the minimum requirements set by the Insurance Commission (IC).

To ensure compliance with IC-imposed capital requirements, it is the Association's policy to monitor its entire equity (fund balance section of its statement of financial position) on a quarterly basis as part of the Association's internal financial reporting process.

**Compliance with Capitalization Requirements**

In accordance with the provisions of Chapter VII, Title 1, Section 405 of R.A. 10607, *The Amended Insurance Code*, a mutual benefit association incorporated after the effectivity of the Code shall constitute and establish a Guaranty Fund with initial amount of ₱5 million, in cash or in government securities, to answer for any valid benefit claim of any of its members. The Association has complied with this requirement by having established its Guaranty Fund of ₱10,548,387 (See Note 12.) and having funded it with investments in financial instruments of ₱5,015,920 (See Note 8.) and the balance co-mingled with restricted bank deposits amounting ₱10,256,727. (See Note 4.) These funds are intended to be higher than the required level of Guaranty Fund to allow the Association adequate flexibility in dealing with certain contingencies.

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**Note 20**

**Risk Management Objectives and Policies**

The Association is exposed to various risks in relation to financial instruments. The Association's principal financial instruments are its cash and cash equivalents (Note 4), trade and other receivables (Note 5), investments in financial instruments (Note 8), trade and other payables (Note 9) and insurance contract liabilities (Note 10). The main types of risks are insurance risk, credit and concentration risks, market risk and liquidity risk. The Association is not exposed to foreign currency risk since it has no foreign currency deposits. In 2019, the Association purchased financial instruments as part of its investment strategies. The Association is now exposed to investment risks beginning 2019.

The objective of financial risk management is to contain, where appropriate, exposures in these financial risks to limit any negative impact on the Association's financial performance and financial position. The Association actively measures, monitors and manages its financial risk exposures by various functions pursuant to the segregation of duties principle.

**Risk Management Structure**

The Board of Trustees is mainly responsible for the overall risk management and for the approval of risk strategies and principles of the Association. The Board of Trustees also has the overall responsibility for the development of risk strategies, principles, frameworks, policies and limits. It establishes a forum of discussion of the Association's approach to risk issues in order to make relevant decisions.

Insurance Risk

The principal risk the Association faces under insurance contracts is the risk that the actual claims and benefit payments exceed the carrying amount of recognized insurance liabilities. This situation is influenced by the frequency of claims, severity of claims, actual benefits paid are greater than originally estimated and subsequent development of long-term claims. Therefore, the objective of the Association is to ensure that sufficient reserves are available to cover these liabilities. The amount of reserves set-up in the books is computed by the Actuarial Consultant and monitored on a regular basis.

Credit and Concentration Risks/Investment Risk

Credit risk refers to the risk that counterparty will default and/or not honor its financial or contractual obligations resulting in financial losses to the Association. The Association is exposed to credit risk from financial assets including its cash held in banks, trade and other receivables and investments in financial instruments.

The credit risk in respect of cash balances held with banks and time deposits with banks are managed via diversification of bank deposits and are only with major reputable financial institutions and are regularly monitored. Trade receivables consist of premiums receivable from active members and from the unremitted premium collections by the agent-affiliate. The Association does not hold any security on the trade and other receivables balance and the accounts are monitored on an ongoing basis with the result that the Association's exposure to impairment is not significant.

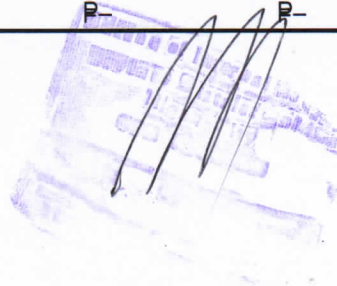
The investment risk related to investments in financial instruments represents the exposure to loss resulting from cash flows from invested assets being less than the cash flows required to meet the obligations of the expected policy and contract liabilities and the necessary return on investments. To maintain an adequate yield to match the interest necessary to support future policy liabilities, the Board of Trustees is investing only on Government financial instruments which are fairly safe investments.

The Association deals only with creditworthy counterparties duly approved by the Board of Trustees. Its maximum exposure to credit risk for the components of the statements of financial position is the carrying amounts as shown in the following table:

<i>December 31, 2020</i>	<i>Neither Past Due Nor Impaired</i>	<i>Past Due But Not Impaired</i>	<i>Total</i>
Cash and cash equivalents (Note 4)	₱40,238,770	₱-	₱40,238,770
Trade and other receivables (Note 5)	2,245,228	126,960	2,372,188
Investments in financial instruments (Note 8)	30,879,860	-	30,879,860
	₱73,363,858	₱126,960	₱73,490,818
	99.83%	0.17%	100.00%
<i>December 31, 2019</i>			
Cash and cash equivalents (Note 4)	₱51,740,648	₱-	₱51,740,648
Trade and other receivables (Note 5)	2,227,475	20,790	2,248,265
Investments in financial instruments (Note 8)	5,015,920	-	5,015,920
	₱58,984,043	₱20,790	₱59,004,833
	99.96%	0.04%	100.00%

Credit Quality by Class of Financial Assets Based on the Association's Rating System

<i>December 31, 2020</i>	<i>High Grade</i>	<i>Standard Grade</i>	<i>Impaired</i>	<i>Total</i>
Cash and cash equivalents (Note 4)	₱40,238,770	₱-	₱-	₱40,238,770
Trade and other receivables (Note 5)	2,372,188	-	-	2,372,188
Investments in fin. instruments (Note 8)	30,879,860	-	-	30,879,860
	₱73,490,818	₱-	₱-	₱73,490,818



December 31, 2019	High Grade	Standard Grade	Impaired	Total
Cash and cash equivalents (Note 4)	₱51,740,623	₱-	₱-	₱51,740,623
Trade and other receivables (Note 5)	2,248,265	-	-	2,248,265
Investments in fin. instruments (Note 8)	5,015,920	-	-	5,015,920
	₱59,004,808	₱-	₱-	₱59,004,808

Financial instruments classified as "high grade" are those cash transacted with reputable local banks and receivables with no history of default on the agreed contract terms. Financial instruments classified as "standard grade" are those receivables from parties who need to be reminded of their duties. No financial assets were deemed by management as impaired.

Market Risks

Market risk is the possibility that changes in equity prices or interest rates will adversely affect the value of the Association's assets, liabilities or expected future cash flows. The Association has no exposure arising from complex investments since it is not engaging in high risk investments, forward contracts, hedging, and the likes, whether local or foreign transactions.

(a) Price risk.

The Association has no exposure to price risks as its investment in quoted equity and debt securities are of fixed interest rates.

(b) Interest rate risk.

The Association's interest rate risk arises from its time deposits with banks. The Association invested in fixed rate deposits to mitigate the risks.

(c) Foreign currency exchange rate risk.

The Association is not exposed to foreign currency risks as it has no assets nor liabilities denominated in foreign currency.

Liquidity Risks

Liquidity risk is that the Association might be unable to meet its obligations. The Association's objectives to manage its liquidity profile are: (a) to ensure that adequate funding is available at all times; (b) to meet commitments as they arise without incurring unnecessary costs, and (c) to be able to access funding when needed at the least possible cost. The Association manages its liquidity by carefully monitoring its scheduled servicing payments for financial liabilities as well as its cash flows due on its day-to-day business.

The data used for analyzing these cash flows is consistent with that used in the contractual maturity analysis in the following table. Net cash requirements are compared to available cash position in order to determine headroom or any shortfalls. This analysis shows that available cash position is expected to be sufficient over the lookout period.

The Association considers its expected cash flows from financial assets in assessing and managing liquidity risk, in particular its cash resources and trade receivables. The Association's existing cash resources and trade receivables (see tables in the preceding page) significantly exceed the current cash outflow requirements. Cash flows from trade and other receivables are all contractually due within six months.

Maturity Profile of the Association's Financial Liabilities

December 31, 2020	Due in One Year	Due Over One Year	Total
Trade and other payables (Note 9)	₱2,044,412	₱-	₱2,044,412
Insurance contract liabilities (Note 10)	552,249	-	552,249
Aggregate reserves for life policies (Note 11)	-	42,956,011	42,956,011
	₱2,596,661	₱42,956,011	₱45,552,672
	5.70%	94.30%	100.00%

<i>December 31, 2019</i>	<i>Due in One Year</i>	<i>Due Over One Year</i>	<i>Total</i>
Trade and other payables (Note 9)	₱1,274,283	₱-	₱1,274,283
Insurance contract liabilities (Note 10)	423,165	-	423,165
Aggregate reserves for life policies (Note 11)	-	34,760,082	34,760,082
	₱1,697,448	₱34,760,082	₱36,457,530
	4.45%	91.10%	100.00%

**Note 21**

**Events After Reporting Date – Onslaught of the Coronavirus Disease (2019)**

At the time of the authorization of these financial statements, the Philippine Government continues to implement quarantine protocols nationwide as its effective measures against the spread of the Corona Virus (COVID-19). The continuing general community quarantine (GCQ) in Metro Manila and selected areas nationwide came after reports of a mutated COVID-19 variant emerging in United Kingdom. Presently, granular lockdowns were implemented in certain areas in Metro Manila in response to the surge in infections that were experienced starting the middle of March 2021.

The Philippine Government continues to restrict the movements of its citizens who are 17 years old and below, as well those over 65 years. Face-to-face or in-person classes are still suspended; mass gatherings are still prohibited. However, religious gatherings in areas under the GCQ have been allowed up to fifty percent (50%) of the seating capacity. The Government has begun the safe opening of the economy and transition to the new normal. The management of the risk has been identified as the key to economic recovery. The Philippine National Vaccination Program and Implementation Plan is in place and the vaccination program is expected to start in March 2021 for frontliners using the vaccines donated by the WHO and by the Chinese Government.

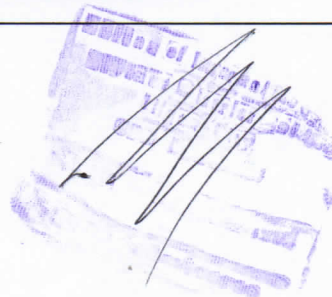
The Philippines pre-COVID-19 has been enjoying strong economic growth and was considered as one of the fastest growing economies in the Asia, with real GDP growing on average 6.3% over ten years up to 2019. The onset of COVID-19 pandemic brought the country's economy into recession as the country implemented one of the longest lockdowns in the world, where 75% of the economy was shut down. The shutdown shrank the GDP by 11.5% year on year in the third quarter of 2020 bouncing back with a smaller contraction from the 16.9% in the previous quarter. The GDP growth rate assumption for 2020 had been adjusted to -8.5% to -9.5% while the inflation rate is projected to range from 2.4% to 2.6%. The inflation projection for 2021 and 2022 is retained at 2.0% to 4.0%.

Thus, the Government remained hopeful that the economy will see a strong recovery in 2021 as it moves towards full reopening. GDP growth is projected to bounce back to reach 6.5 to 7.5 percent in 2021 and 8 to 10 percent in 2022.

The foregoing paragraphs have been based on the article published in this link:  
<https://www.flandersinvestmentandtrade.com/export/nieuws/coronavirus-situation-philippines>

The Association's management has determined that the COVID-19 Pandemic has affected its operations along the following aspects: (a) the planned recruitment of new members has not been realized due to COVID health protocol restrictions and (b) the collection target has not been accomplished.

The Association has determined that the impact of COVID-19 will continue to be felt in 2021 and that there has been no adjustments necessary on its 2020 financial statements.



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**Note 22**

**Authorization of Financial Statements**

The Association's financial statements as of December 31, 2020, and for the year then ended, were authorized for issue by its Executive Committee on April 12, 2021.

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**Note 23**

**Details of Taxes and Licenses**

<i>Years Ended December 31,</i>	<b>2020</b>	<b>2019</b>
Insurance commission permit and other fees	<b>₱183,630</b>	₱116,310
Business permit	<b>15,851</b>	3,407
VAT on rental	<b>5,821</b>	-
BIR Annual Registration and compromise payment	<b>5,500</b>	500
SEC Documentary Stamps for FS/GIS/Mandatory Reports Notarial	<b>3,160</b>	-
	<b>₱213,962</b>	<b>₱120,217</b>

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Letter of Recommendations to

**Serviamus Mutual Benefit Association, Inc.**

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Audit Year December 31, 2020

Recommended by:

**QUILAB & GARSUTA**  
CERTIFIED PUBLIC ACCOUNTANTS

[quilabgarsuta.com](http://quilabgarsuta.com)

April 12, 2021

The Board of Trustees and Members  
**Serviamus Mutual Benefit Association, Inc.**  
4<sup>th</sup> Floor, Diocesan Centrum Building, Lluch Street,  
Iligan City, Philippines

Attention: **Rev. Fr. Andres C. Cases, Jr.**, Chairman, BOT and  
**Ms. Libertine L. Capangpangan**, General Manager

Gentlemen:

We have audited the financial statements of **Serviamus Mutual Benefit Association, Inc.** as of and for the year ended December 31, 2020, and have issued our report dated April 12, 2021. As part of our engagement, we made a study and evaluation of the Association's system of internal accounting control to the extent we considered necessary to obtain understanding of internal control over financial reporting, to assess the risk that a material weakness exists, and to test and evaluate the design and operating effectiveness of internal control based on the assessed risk. Our audit also included performing such other procedures as we considered necessary in the circumstances.

*Management's Responsibility Over Internal Control*

The management of the Association is responsible for establishing and maintaining the internal control structures of the Association. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related cost of control procedures. An internal control over financial reporting is a process designed to provide reasonable assurance regarding the reliability of financial reporting and the preparation of financial statements in accordance with Philippine Financial Reporting Standards (PFRSs). An internal control over financial reporting includes those policies and procedures that (1) pertain to the maintenance of records that, in reasonable detail, accurately and fairly reflect the transactions and dispositions of the assets of the Association; (2) provide reasonable assurance that transactions are recorded as necessary to permit the preparation of financial statements in accordance with PFRSs, and that receipts and disbursements are being made only in accordance with budgets and authorizations of management; and (3) provide reasonable assurance regarding the prevention or timely detection of unauthorized acquisition, use, or disposition of the Association's assets that could have a material effect on the financial statements in general.

Because of inherent limitations in any internal control structure, errors or irregularities may occur and not be detected. Also, projection of any evaluation of the internal control structure to future periods is subject to the risk that procedures may become inadequate because of changes in conditions, or that the degree of compliance with the procedures may deteriorate.

Our study and evaluation made for the limited purpose described in the first paragraph would not necessarily disclose all material weaknesses in the system. Our objective is to use our knowledge of the Association gained during our routine audit work to make useful comments and suggestions for you to consider. However,

you will appreciate that our routine audit work is designed to enable us to form an opinion on the financial statements of the business and it should not be relied upon to disclose all irregularities that may exist or to disclose errors that are not material in relation to the financial statements. Accordingly, we do not express an opinion on the system of internal accounting control of Serviamus Mutual Benefit Association, Inc., taken as a whole.

The purpose of this letter is to set out certain matters that came to our attention during the course of our audit of the financial statements of the Association for the year ended December 31, 2020. Our report is designed to include useful recommendations that may help improve performance and avoid weaknesses that could lead to material loss or misstatement. It is your obligation to take the actions needed to remedy those weaknesses and should you fail to do so we shall not be held responsible if loss or misstatement occurs as a result.

### **FINDINGS, COMMENTS AND RECOMMENDATIONS**

#### **General Findings**

Generally, the internal controls tested were found to be working. We did not identify any reportable conditions or material weakness in internal control, or instances of non-compliance with significant laws and regulations.

In accordance with Philippine Standards on Auditing (PSAs), reportable conditions are matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect the Association's ability to record, process, summarize, and report financial data consistent with the assertions by management in the financial statements. Material weaknesses are reportable conditions in which the design or operation of one or more of the internal control component does not reduce to a relatively low level the risk that misstatements, in amounts that would be material in relation to the financial statements being audited, may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

#### **Suggestions to Improve Internal Controls**

During our audit, we noted the following matters where management may have to give attention to improve internal control:

(1) **Seek Professional Advice on Actuarial Valuation of Retirement Benefits**

We noted that as at end of December 31, 2020 the Association has not taken any action on issue about actuarial valuation of retirement benefits. We recommend that Management seek the professional assistance of licensed actuaries to determine the valuation of the retirement benefits.

(2) **Ensure Adequate Funding of Restricted Funds for Guaranty Fund**

We noted that as at end of December 31, 2020, the restricted fund intended to cover Guaranty Fund was not adequately funded. The bank deposit is only ₱10,256,727 while the required Guaranty Fund is ₱10,548,387, with a deficit of ₱291,660. We recommend that the Management ensure that the said restricted fund be added at year-end in compliance to the requirements of the Insurance Commission.

(3) **Initiate Action to Maintain the General Fund at Its Minimum Requirement**

We noted that the General Fund of the Association has been maintained at more than 20% of the total liabilities of the Association. As at December 31, 2019, the General Fund had an excess of almost ₱3 million and there was no action taken by the Management to seek approval from the Insurance Commission to transfer the excess funds to specific special funds. We recommend that Management set a budget plan in order to utilize the excess of the General Fund and seek approval from the Insurance Commission for the required appropriations.

\* \* \*

This report is submitted solely for the information of the Board of Trustees and management and should not be quoted or shown to other parties outside of the Association because of the possibility of misunderstanding by persons who may not be aware of the objectives and limitations, as well as the special circumstances surrounding our examination of the Association's financial statements. We will accept no responsibility to any third party in relation to it.

Please let us know should you have queries on the foregoing matters.

Very truly yours,

*Quilab & Garsuta, CPAs*

PTR No. 4929527 A

January 4, 2021

Cagayan de Oro City